

2014

Meeting Notices

SEPAC- Special Education Parents Advisory Council

Sewer Commissioners

Shore & Harbor Committee

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

Town Administrator

Transportation Advisory Committee

Upper Cape Cod Regional High School

Upper Cape Regional Transfer Station

Wastewater Advisory Committee

Bourne SEPAC meeting agenda

Monday, February 3, 2014, 6:00-7:30 PM

Bourne Middle School Media Center

1. Introductions
2. Minutes from December meeting
3. Presentation/Panel discussion: All about advocates and IEPs and making the best possible plan.
4. Public comment
5. Adjournment

2014 JAN 29 AM 9 41
TOWN CLERK'S OFFICE
BOURNE, MASS

Meier, Marie

From: Fox, April [AFox@bourneps.org]
Sent: Monday, February 03, 2014 2:20 PM
To: Fox, April; Administrators; 'Barth, Diana'; BEA Executive Board; 'bournetv@comcast.net'; BPS Staff; Campbell, Cheryl; 'David Ahearn (dtahearn@gmail.com)'; 'Glen Galusha (galusha43@gmail.com)'; Guerino, Thomas; 'Mastrangelo, Mary Jane'; 'Mike Stevens (linshadoe@aol.com)'; 'pgately@wickedlocal.com'; 'Hyldburg, Christopher'; 'O'Hara, Jay'; 'Scena, Laura'; 'Stuck, Matt'; Catherine Walton; Dipaolo, Heather; Siroonian, Anne M.; 'peal@capenews.net'; 'Michael Rausch (rausch@capenews.net)'; Johnson, Barry; Chapman, Wendy; Meier, Marie; Groezinger, Lisa
Subject: SEPAC Meeting Cancelled

The SEPAC meeting scheduled for this evening has been cancelled due to weather conditions.

April Fox

Executive Assistant

Bourne Public Schools * 36 Sandwich Road * Bourne, MA 02532

Phone - 508-759-0660 * Fax 508-759-1107

afox@bourneps.org * www.bourne.k12.ma.us

2014 FEB 3 PM 2 46
TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda: Bourne SEPAC

March 31, 2014

Bourne Middle School Media Center, 6:00-7:30 PM

1. Introductions
2. Minutes from previous meeting
3. Presentation by Hilary Dunn, lawyer, on transitions
4. Review of by-laws
5. Public comment
6. Adjournment

2014 MAR 24 PM 3 16

TOWN CLERK'S OFFICE
BOURNE, MASS

Minutes Bourne SEPAC meeting, March 31, 2014

1. Introduction of Hillary Dunn, attorney from Fletcher Tilton practice who specializes in transition services for people with special needs. Also Leslie Sullivan and Erin Halperin were introduced.
2. Minutes from the December meeting were read and approved.
3. By-laws were distributed to members in attendance. No changes were suggested for the by-laws. They will be accepted at the next meeting on May 19.
4. Ms. Dunn gave a very informative presentation about the legal responsibilities and definitions involved in transition. She provided a great deal of information and advice and left brochures for others unable to attend.
5. Snacks were provided for our meeting by Outside the Classroom as a way to thank us for the donation we gave them from our Resource Fair in October.
6. Following a time for public comment, the meeting adjourned.

In attendance: Leslie Sullivan, Erin Halperin, Susan Schmidt, John Schmidt, L
Czryca, Kathy Geiler, José Noguerras, Marie Cheney and speaker Hillary Dunn

Respectfully submitted,

Susan Schmidt

Co-chair

2014 SEP 11 AM 11 54
TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne SEPAC meeting May 19, 2014

Bourne Middle School Media Center, 6:00-7:30 PM

1. Introductions
2. Reading of minutes from March 31 meeting
3. Acceptance of by-laws
4. Election
5. Presentation by Amy Gordon of Second Nature Social Skills
6. Program preview for 2014-2015
7. Public comment
8. Adjournment

2014 MAY 14 PM 3 42
TOWN CLERK'S OFFICE
BOURNE, MASS

Minutes-Bourne SEPAC meeting May 19, 2014

Bourne Middle School Media Center, 6:00-7:30 PM

1. Introductions of people present were made.
2. The minutes for the March 31 meeting were read and approved.
3. There was a vote to accept the by-laws discussed at the previous meeting.
4. Election was held. Susan Schmidt was re-elected as co-chair.
5. Jeri who filled in for Amy Gordon, gave a very informative presentation about Second Nature Social Skills and their programs.
6. We reviewed what our programs will be for 2014-2015
7. Public comment-no comments were made.
8. Adjournment at approximately 7:30 PM.

Respectfully submitted,

Susan Schmidt

Bourne SEPAC meeting agenda, Monday, October 6, 2014

Bourne Middle School Media Center 6:00-7:30 PM

1. Introductions
2. Minutes from May meeting
3. Discussion of resource fair (October 18)
4. Presentation of Parents' Rights
5. Public comment
6. Adjournment

2014 SEP 25 AM 9 49

TOWN CLERK'S OFFICE
BOURNE, MASS

Bourne SEPAC Meeting Minutes
October 6, 2014
Bourne Middle School

Minutes of May 2014 meeting read and approved.

Resource Fair – October 18, 2014, 9:00 am – 12:00 pm at the Bourne Middle School

- Light refreshments, children activities and vendors for parents to explore and network with professionals.
- Free to the public – invite friends and family
- In need of donations of baked goods
- No need for additional volunteers
- Proceeds raised will fund the “Outside the Classroom”, recreational after school activities for special needs students headed by Jen Reilly and Laura Perry

Fundraiser – Fun Run

- 5K Fun Run for all abilities
- Shorter walk/run for anyone needing assistance
- Looking towards April 2015 – in conjunction with Light It Up Blue, obstacles would be April Vacation and other seminars taking place within that month
- Working on dates

Rights and Responsibilities in Special Education Presentation (Review of Topics) by Christina Stuart - Director of Student and Special Education Services, BPS

- Goal of Presentation
- Special Education Law and Related Laws
- Parent’s Notice of Procedural Safeguards
- When is child eligible
- Evaluation to determine eligibility
- Anyone can refer a child for special education services
- 12 types of disabilities under MA state law
- Definition of Special Education
- Timeline of services
- 6 principles of Federal and State Laws and Rights and Responsibilities of Parents and Students in Special Education
- Parent Advisory Council – duties of
- List of Resources

2014 DEC 15 AM 10 56
TOWN CLERK'S OFFICE
BOURNE, MASS

Comments

- Future workshop suggestion – Presentation for parents regarding MCAS/PARCC

Next meeting: December 8, 2014 – panel discussion with school administrators and advocates

Meeting Adjourned

mep

Bourne SEPAC Meeting

December 8, 2014, 6:00-7:30 pm

Bourne Middle School Media Center

2014 DEC 4 AM 8 26

TOWN CLERK'S OFFICE
BOURNE, MASS

Agenda

- 1. Introductions**
- 2. Minutes from October meeting**
- 3. Discussion with Advocates, Administration and parents about the IEP process.**
- 4. Public Comment**
- 5. Adjournment**

Bourne SEPAC Meeting Minutes

December 8, 2014

Bourne Middle School

In Attendance: Christina Stuart, Susan Schmidt, Mary Liz Nogueras, Loretta Snover, Rebecca Snover, Lisa Czurca, Maureen Pelonzi, Ellen Varnerin, Joanne Robichaud, Christine Riley, Tina Quarnstrom, Leslie Sullivan, Allyson Davis and Erin Halperin

Meeting was called to order

Introductions of panel

Minutes of October 6, 2014 meeting read and approved

- Motion to accept the minutes of October 6, 2014 as read by Christina Stuart
- Seconded by Susan Schmidt
- Motion approved

Election of Bourne SEPAC Secretary

- ~~Maureen Pelonzi nominated~~
- Mary Nogueras motioned to elect Maureen Pelonzi to the position of secretary
- Seconded by Loretta Snover
- Motion approved

Panel discussion with Advocates, Administrators and Parents regarding the IEP process

- What is an advocate and when would you need one?
 - An advocate is someone supports or recommends action for what a student may need in the IEP process
 - Advocates try to take the emotion out of the situation and be a neutral party, only advocating for the needs of the student
 - Advocates help in making long range and global plan for the student
 - They will review the student's records such as IEPs, Progress Reports, Medical Reports and all other relevant documentation
 - They try to determine what may frustrate the IEP team.
 - When students are transitioning sometimes this when it is helpful to have an advocate to review documentation to help in the transitioning of the student

Recommendations for Parents

- Review IEP and Progress Reports and make notes or highlight
- Make sure that the student's goals are being met
- For older students take a copy of their (PLEP A&B) accommodations and paste it into their school binder as a reminder.

Financial Assistance for hiring an Advocate (possibilities)

- Doug Flutie Foundation
- Kennedy Donovan Center
- Massachusetts Advocates for Children, Boston, MA

Discussion regarding School Choice

- Some discussion regarding School Choice and what that may mean for some families
- Research what is outside the district
- May visit other schools to see different programs and environments

Next meeting: February 2, 2015

Meeting Adjourned

mep

2015 APR 15 AM 11 31
TOWN CLERK'S OFFICE
BOURNE, MASS

Board of Sewer Commissioners

Meeting Notice

2014 JAN 2 PM 1 08

AGENDA

TOWN CLERK'S OFFICE
BOURNE, MASS

Date

Tuesday
January 7, 2014

Time

6:15 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time.

Call to order

1. Public Comment – Non-Agenda Items
2. Minutes: 10/15/13
3. Report of the Waste Water Committee
4. Town Administrator's report of 12/10/13
5. Other business
6. Adjourn

**Board of Sewer Commissioner's
Minutes of January 7, 2014
Bourne Community Building
Bourne, MA 02532**

2014 AUG 8 PM 3 28

TOWN CLERK'S OFFICE
BOURNE, MASS

TA Guerino

Peter Meier, Chairman
Linda Zuern, Vice-Chairman
Don Pickard
Earl Baldwin
Jerry Ellis

Documents

- None

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

Michael Rausch, Bourne Enterprise, stated he is recording tonight's meeting.

Call meeting to order

By Chm. Meier at 6:16 P.M.

Public Comment – Non-Agenda Items

None.

Minutes of 10/15/13

Zuern MOVED and SECONDED by Baldwin to approve minutes of 10/15/13 as submitted. VOTE 5-0.

Report of the Waste Water Committee

Ms. Sallie Riggs introduced herself and Mr. Wes Ewell. She gave a brief background of their report.

After the contract was finalized, the Committee met with the consultants in September to review the proposed work plan. The study then proceeded in four phases:

1. Reviewing such factors as ownership of the sites, determining the presence of private wells and septic systems near the sites, determining the presence of endangered species, and identifying potential constraints created by the new FEMA maps and 100-year flood zone.

2. Conducting drilling and borings to determine the kinds of soils in the two sites. These were completed in mid-October.
3. Conducting seismic and electrical resistivity tests to determine such things as depth to bedrock, the presence of any confining layers, and depth to groundwater. These were completed in November.
4. Analyzing the results of the borings and seismic tests, applying to the findings professionally accepted models of groundwater flows, and preparing a report and recommendations.

The Committee had just received the draft of the final report and will be reviewing it at our meeting tomorrow night. We do know that the Queen Sewell Park site appears to be a favorable location for the subsurface discharge of 335,000 gpd or less of treated wastewater effluent. The Community Center property has existing contamination on-site, is located in the newly proposed 100-year flood zone and has limited unsaturated thickness available to attenuate a groundwater mound. The site was therefore eliminated from further analysis.

As part of the development of the report, the consultant, Wes Ewell and Ms. Riggs met with MA DEP. The analysis of the work that was done by DEP saw nothing that would prevent the Town from moving forward with its planning.

As soon as the report is finalized, copies will be available to the board and critical town staff. The next step is preparing a workshop to educate ourselves and town officials about public/private partnerships in January/early February.

The committee is also asking for the board's assistance to identify two people to complete the committee and welcomed any input from the board.

Meier asked for a copy of the Charge for next month's meeting for discussion.

TA Guerino asked if there are any cost estimates. Ms. Riggs said there are no cost estimates at this time.

Zuern asked about if the town is responsible for the piping. Mr. Ewell said he didn't know at this point. She also asked about the flow after it leaves the waste water treatment and if it could be piped to the canal (direct discharge). Mr. Ewell said that is no longer able to be done.

Mr. Mulvey has attended several of the committee's meetings. The cost of this project is something the citizens must become involved with. He raised the question of being possible to take the treated affluent and send to Wareham and if they would be willing to accept at a vastly reduced rate.

TA Guerino said this project is a re-sewering for economic reasons. He said if we don't have an increased economic engine on how this is funded and maintained over a long period, it is subject to many different configurations and equations.

Meier holds previous boards responsible. TA Guerino agrees and wish there has been more insight in previous years. TA Guerino also clarified that this project is not a re-sewering, but augment what is already sewered.

Town Administrator's report of 12/10/13

TA Guerino's report was given to the Board of Selectmen's meeting at 12/17/13.

A member of the audience on the Hideaway Village Board of Directors believed the direction was going in a different way. TA Guerino said the documents available are what the Hideaway Village should have. The town found it not equitable and did not follow through with a sit down as proposed and the town was found it had no responsibility to private facilities. The option at Hideaway Village to join this system to offset the cost of the pump station. At that point, TA Guerino said the town was charged to maintain the pumps to and from Hideaway Village.

Meier said Mr. Ford wanted to obtain the report and that Meier wanted to honor the project started by Mr. Ford to the best way the board is legally able. TA Guerino said at this point, the town is discussing what the town can/cannot do.

Pickard explained based on the Bourne Rule Home Charter, the board doesn't get into the day-to-day goes on in Bourne and they rely on TA Guerino to do so. He feels TA Guerino is a fair person.

Mr. Leitzel said he could not find any documentation about Hideaway Village, but the town's responsibility ends at the property line. He contacted DEP and others and they didn't have documentation in their records.

Other business

TA Guerino is comfortable with the report and stands by it.

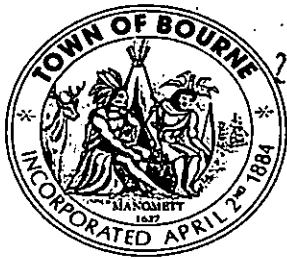
Zuern suggested following up with a meeting to resolve the issue with Hideaway Village in TA Guerino's office. TA Guerino concurs and will inform the board of the outcome.

Adjourn

Zuern MOVED and SECONDED by Baldwin to adjourn. Meeting adjourned at 7:15 P.M.
Unanimous vote.

Respectfully submitted,

Lisa A. Groezinger, sec.



2014 FEB 21 PM 11 18
**Board of Sewer Commissioners
Meeting Notice**

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA



Date

Tuesday
February 25, 2014

Time

6:30 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Minutes: 10.15.13
2. Makeup of the Wastewater Advisory Committee – Board of Health
3. Hideaway Village Update
4. Adjourn

Board of Sewer Commissioners
Minutes of February 25, 2014
Bourne Community Building
Bourne, MA 02532

2014 AUG 8 PM 3 29
TOWN CLERK'S OFFICE
BOURNE, MASS

TA Guerino

Peter Meier, Chairman
Linda Zuern, Vice Chairman
Don Ellis, Clerk
Don Pickard

Documents

- None

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Call meeting to order

By Chm. Meier at 6:30 pm.

Minutes of previous meetings

Zuern MOVED and SECONDED by Ellis to approve minutes of 10/15/13 as submitted. VOTE 5-0.

Makeup of the Wastewater Advisory Committee

Item is on the agenda to add another member to the Wastewater Advisory Committee to fill a vacant position.

Zuern MOVED and SECONDED by Pickard to add language ... "a representative of the Board of Health or designee of the Board of Health Agent." VOTE 5-0.

TA Guerino received an email from Mr. Ewell on a potential grant. Ms. Riggs said Ms. Sharon Rooney of Coastal Zone Management offered to assist in putting together an application which has to be from the town.

Ms. Riggs also said the \$145,000 allotted at the October 2012 Town Meeting will require more work to be done to move forward to designate the Queen Sewell area as a location for the subsurface disposal of wastewater. Pickard suggested the board put this discussion on a future meeting for board members opinions. TA Guerino has scheduled the next Board of Sewer Commissioners meeting for 3/4/14.

TA Guerino suggests the application to be filed by the Friday, 2/28/14 deadline. The BOSC can vote if they want to move forward at the next meeting.

Zuern suggested adding to future agendas "Public Comment" or "Other Business" moving forward.

Ms. Riggs said the WAC is not asking for more money from the town. TA Guerino will ask Mr. Ewell to come before the Board at a future hearing.

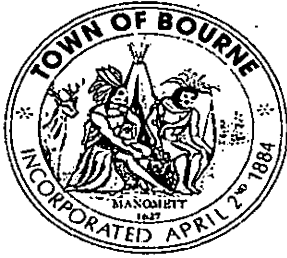
Hideaway Village Update

TA Guerino will meet with Hideaway Village agent next week along with George Tribou and Michael Leitzel.

Adjourn

Zuern MOVED and SECONDED by Ellis to adjourn. Meeting adjourned at 6:46 pm. Unanimous vote.

Respectfully submitted,
Lisa Groezinger



Board of Sewer Commissioners Meeting Notice



AGENDA

Date

Tuesday
April 15, 2014

Time

6:30 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Minutes of February 25, 2014
2. Public Comment
3. Sallie Riggs and Wes Ewell – Wastewater Committee Update
4. Update on Hideaway meetings with Town Administrator
5. Adjourn

2014 APR 11 PM 2 30
TOWN CLERK'S OFFICE
BOURNE, MASS

TA Guerino

Peter Meier, Chairman
Linda Zuern, Vice Chairman
Baldwin Baldwin
Don Ellis, Clerk
Don Pickard

Documents

- None

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

Call meeting to order

By Chm. Meier at 6:30 pm.

Minutes of previous meetings

Pickard MOVED and SECONDED by Zuern to approve minutes of 2/25/14 as submitted. VOTE 4-0-1 (Baldwin abstained).

Public Comment

None.

Sallie Riggs and Wes Ewell – Wastewater Committee Update

Ms. Riggs stated the Economic Development Grant was not awarded to Bourne. This grant would have been used to complete the hydrogeologic study. The preliminary study has completed Phase I.

Chm. Meier asked if Bourne should contact the Cape Cod Commission for assistance.

TA Guerino asked if the Cape Cod Economic Development had any funds. Ms. Riggs said the funding program had four (4) topic areas that were very specific and nothing in Bourne fit.

Chm. Meier asked if we need to go back to the charge and either revamp or expand to town wide versus Buzzards Bay. Ms. Riggs said they haven't reached the end of the scope in Buzzards Bay. It would make sense at some point to expand the scope to the town.

Zuern would like to have more town employees involved in the 208 Plan.

Pickard asked to have public-private partnerships discussion on the next agenda.

Ms. Riggs said Mr. Ryan Carreira, a developer eyeing Buzzards Bay, will be making a preliminary presentation to the Planning Board and suggested board members attend to see the scope. The developer has indicated he is willing to work with the town on wastewater issues.

TA Guerino will meet with the developer to discuss further after the 4/24/14 Planning Board meeting.

Meier said any revenue resource we can obtain, is worth discussing.

Mr. Mulvey said appropriate growth can be done without tall structures. Ms. Riggs said the downtown zoning district allows up to 4 stories, however, there is a good review process to keep within the guidelines. Anything more than 4 stories is through a Special Permit with the Planning Board. Only 10% of tax revenue comes from the commercial sector which in turn hits the residents hard.

Pickard asked about the assessed value of the Assisted Living complex. TA Guerino didn't know at this time. The tax on the property isn't large, but how much business it would stand to bring to the area, jobs, etc. would be a great asset to the town. The real estate tax is only part of the development.

TA Guerino said the west end of Main Street would have to get above the Flood Zone guides if building a new structure being in the flood plain. Ms. Riggs said if a portion could get re-zoned, there would be opportunities for businesses and condos.

Mr. Mulvey cautioned that growth alone comes with a cost and we must be very careful.

The next BOSC meeting will be on 5/13/14 with discussion on public-private partnership.

Update on Hideaway meetings with Town Administrator

TA Guerino said there was a productive and positive meeting with some of directors of Hideaway Village (HAV) relative to the maintenance and ownership of the sewer. The document that was missing has been found and maintenance and upkeep was up to the people at HAV. The group agreed to continue to meet sometime in August.

Adjourn

Pickard MOVED and SECONDED by Zuern to adjourn. Meeting adjourned at 7:00 pm.
Unanimous vote.

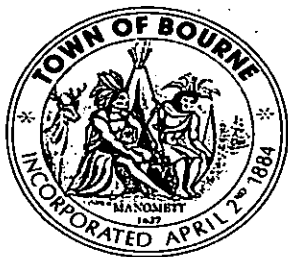
Respectfully submitted,
Lisa Groezinger

2014 APR 24 PM 12 51

TOWN CLERK'S OFFICE
BOURNE, MASS.

Board of Sewer Commissioners Meeting Notice

AGENDA



Date

Tuesday
April 29, 2014

Time

7:00 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Minutes of April 15, 2014
2. Public Comment
3. Public /Private Partnership discussion (Planning Board invited)
4. Adjourn

**Board of Sewer Commissioner's
Minutes of April 29, 2014
Bourne Community Building
Bourne, MA 02532**

2014 AUG 8 PM 3 28

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

TA Guerino

Peter Meier, Chairman
Linda Zuern, Vice Chairman
Don Ellis, Clerk
Earl Baldwin
Don Pickard

Documents

- None

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

Call meeting to order

By Chm. Meier at 7:25 pm.

Minutes of previous meetings

Zuern MOVED and SECONDED by Baldwin to approve minutes of 4/15/14 as amended.
VOTE 5-0.

Public Comment

None.

Public/Private Partnership discussion (Planning Board invited)

Pickard said with all work and efforts of the WAC and PB and Sewer Department, it is important the Wastewater Advisory Committee (WAC) knows where the board stands and which way they want to go.

Ms. Riggs explained there is a developer who is interested in partnering with the town. There was a workshop which looked at various ways a public/private partnership can be developed. There are three options for the town: 1) all municipal; 2) private; or 3) public/private partnership. With private/public partnerships, a lot of questions would need to be answered. She would recommend the town contract with someone who can work with the town.

Ms. Riggs said she and Mr. Ewell met with the developer about 9 months ago and is ready to go with some part of his plan being a treatment facility. Details are unknown. There are five different configurations of responsibility which needs to be worked out with the developer and

the town. If we are at the stage where someone is interested, we need a staff person be working with the developer.

TA Guerino said if this proposed project went forward, we would have a pre-development team of what the town can and cannot do. Nothing can be done without coming before the Selectmen and the vote of the residents of the town. This would have to be in conformance with any zoning bylaws as well as all regulatory groups within the municipal structure including DEP.

Mr. Farrell said without knowing what is being developed, we cannot begin to figure what the gallon issue is. The private entity will have a lot of work to do. Bourne is in an excellent position for public/private partnership.

TA Guerino suggested holding on any further discussion until we know the perimeters of the proposal is.

Meier said public/private is the best way to go.

Mr. Farrell suggested that in the future, if somebody comes before the board with a plan and want to reserve "x" number of gallons in a permit, the reserve has a value to it.

Mr. Mulvey briefly discussed construction costs including engineering costs, design costs, permitting fees, and legal fees which need to be factored in.

Mr. Farrell said no one wants to see the town absorb the entire costs.

Ms. Riggs said the developer's presentation will be given at the 5/22/14 Planning Board meeting.

Zuern said recycled water could be something to look into.

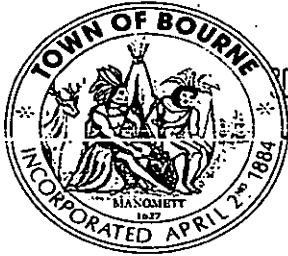
TA Guerino said the town must consider preserving the capacity it has with the Wareham plant.

Mr. Farrell recommends the Selectmen appoint a Planning Board member as a representative to the WAC for open dialogue to continue. TA Guerino said this will be put on a future agenda.

Adjourn

Pickard MOVED and SECONDED by Zuern to adjourn. Meeting adjourned at 8:16 pm.
Unanimous vote.

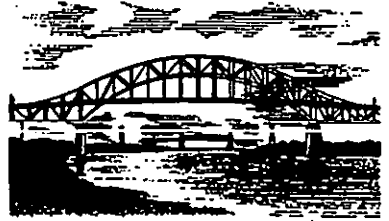
Respectfully submitted,
Lisa Groezinger



2014 MAY 22 PM 3 37
Board of Sewer Commissioners
Meeting Notice

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA



Date

Tuesday
May 27, 2014

Time

8:00 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Minutes of January 7, 2014; April 29, 2014
2. Public Comment
3. Commissioners Re-organization
4. Proposed amendment to Wastewater Advisory Committee Charge (membership)
5. Adjourn

**Board of Sewer Commissioner's
Minutes of May 27, 2014
Bourne Community Building
Bourne, MA 02532**

2014 AUG 8 PM 3 28

TOWN CLERK'S OFFICE

BOURNE, MASS

TA Guerino

Peter Meier, Chairman
Linda Zuern, Vice Chairman
Don Ellis, Clerk
Don Pickard
Stephen Mealy

Documents

- None

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

Call meeting to order

By Chm. Meier at 8:00 pm.

Minutes of 1/7/14; 4/29/14

Pickard MOVED and SECONDED by Meier to approve minutes of 1/7/14 as submitted.
VOTE 4-0-1 (Mealy abstained).

Pickard moved and seconded by Ellis to approve minutes of 4/29/14 as submitted. Vote 4-0-1 (Mealy).

Zuern said at the Planning Board meeting, a developer's proposal did not include a wastewater treatment. She suggested a tour of the Sea Crest Hotel in Falmouth. Chm. Meier would be interested. TA Guerino requested that if more than a couple of members attend the tour, it will have to be posted.

Public Comment

None.

Proposed amendment to Wastewater Advisory Committee (WAC) Charge

Pickard moved and seconded by Mealy to approve the amendment to the Wastewater Advisory Committee Charge as proposed. Vote 5-0.

TA Guerino said the next Board of Sewers Commission (BOSC) meeting will be on 6/3/14 at 6:15 pm and the board can make an appointment to the WAC committee at that time.

Commissioners Re-organization

Meier moved and seconded by Pickard to nominate Linda Zuern as Chairman to the Board of Sewers Commission. Vote 5-0.

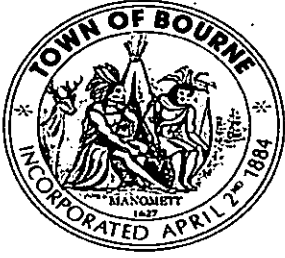
Meier moved and seconded by Zuern to nominate Don Pickard as Vice Chairman to the Board of Sewers Commission. Vote 5-0.

Meier moved and seconded by Zuern to nominate Stephen Mealy as Clerk to the Board of Sewers Commission. Vote 5-0.

Adjourn

Pickard MOVED and SECONDED by Mealy to adjourn. Meeting adjourned at 8:10 pm.
Unanimous vote.

Respectfully submitted,
Lisa Groezinger



Board of Sewer Commissioners Meeting Notice



AGENDA

Date

Tuesday
June 3, 2014

Time

6:00 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Minutes: May 27, 2014
2. Public Comment
3. Ryan Carriera – discussion only regarding possible development in Buzzards Bay and wastewater needs
4. Board of Health Appointee to the Wastewater Advisory Committee
5. Sewer Commissioners Reports
6. Adjourn

2014 MAY 30 PM 3 50
TOWN CLERK'S OFFICE
BOURNE, MASS

**Board of Sewer Commissioner's
Minutes of June 3, 2014**

**Bourne Community Building 2014 AUG 8 PM 3 28
Bourne, MA 02532**

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

TA Guerino

Linda Zuern, Chairman
Don Pickard, Vice Chairman
Stephen Mealy, Clerk
Don Ellis
Peter Meier

Documents

- None

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

Call meeting to order

By Chm. Zuern at 6:00 pm.

Minutes of 5/27/14

Meier MOVED and SECONDED by Pickard to approve minutes of 5/27/14 as submitted.
VOTE 5-0.

Public Comment

None requested.

Ryan Correia – discussion only regarding possible development at 25 Perry Avenue, Buzzards Bay and wastewater needs

Mr. Joe Longo, Horsley & Witten, presented the plan. Mr. Ryan Correia of Wareham has done other projects across the state who is working with Mr. Chris Bailey (consultant) and Mr. Anthi Frangiadis (architect). Applicant wants to create a destination to live, eat and work. This project will have more of a tax base and works with the design guidelines of the Growth Incentive Zone (GIZ).

Mr. Correia said this project will bring people to see the beauty of Buzzards Bay. The goal is to create year round jobs/housing as there is a need with the train coming here. The Cape Flyer is sustainable.

Mr. Frangiadis said the restaurant, hotel, conference center, stores, residential included in this project will connect to Main St. via a walking path and to Perry Ave. It is designed to frame

views of the canal. Phase 1 includes a destination restaurant and residential with other mixed retail. Phase 2 includes the hotel/conference center and Phase 3 has a more mixed use, residential and commercial. The restaurant/residential building are seven stories and steps down to four stories. The buildings are fronting Main Street and will include corner businesses such as coffee shops, etc. There will be subsurface parking of 144 units and surface parking for the restaurant. The residential units will be 2-3 bedrooms. Our target market is baby-boomers and people looking to scale down. The 7th floor will be a restaurant and retail with decks and will include 10-15% commercial.

Mr. Correia said there will be retail on the first floor as well.

Mr. Bailey said Phase 2 will be a hotel with no residential. Phase 3 is far out and hasn't developed yet. These are only conceptual plans only at this point. The conference center will have banquet space and 90 rooms in the hotel.

Mr. Correia said the hotel will be a boutique style with gym and spa. The construction time frame for Phase 1 is 12-18 months. During that time, we'll apply for permits for Phase 2. We're looking at a 6-8 year program.

Mr. Frangiadis: We are considering the market driven factors and complexities to develop a master plan we can all share.

The project will use 30,000 gallons/day of sewer for Phase I. There will be a total of 90,000 gallons/day for the entire project. There is enough for Phase I to go to Wareham and then options will have to be figured out with a possible public/private sewer agreement.

The project is about 100 FT off the canal, but Mr. Correia will give Mr. Guerino the exact number.

There was a concern of the project obstructing views from the 3-Mile Overlook. Mr. Correia will look into that.

Mr. Correia said the funding for Phase I is already secure. Phase 2 and 3 will have development partners. The property will be in his business name 30 days from permitting. No wastewater treatment is proposed at this time, but it may be possible to send wastewater to Wareham for Phase I.

Discussion held on obtaining a couple years of annual sewer fees from the developer.

TA Guerino said the estimate of \$250,000 in tax revenue would be from Phase I.

Pickard asked if the cost of the housing comes under negotiation of a contract and if the board needs to go into executive session to discuss the numbers. TA Guerino to look into.

Mr. Correia doesn't see there being any school impact as he anticipates a large percentage of the residential will be second homes, not family oriented.

The hotel is not included in Phase I due to economics. The developer has residential experience.

Mr. Chris Farrell said Bourne needs businesses in this community. He agrees we should obtain a sewerage fee to secure gallonage. He commented that there will be no obstruction to the 3-Mile Overlook view.

Marie Oliva encouraged the town to work with the developers.

Elmer Klegg suggested putting our heads together with a common treatment facility if laws allow us to do.

Mr. Mulvey believes this is too big of a project.

Board of Health Appointee to the Wastewater Advisory Committee

Meier moved and seconded by Pickard to appoint Health Inspector Terri Guarino to the Wastewater Advisory Committee for a term to expire 6/30/15. Vote 5-0.

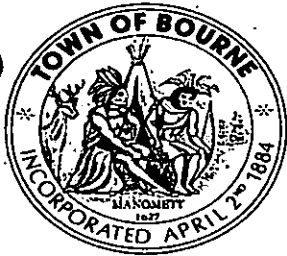
Sewer Commissioners Reports

Chm. Zuern will follow up with Sea Crest with regard to wastewater.

Adjourn

Pickard MOVED and SECONDED by Meier to adjourn. Meeting adjourned at 7:20pm. Unanimous vote.

Respectfully submitted,
Lisa Groezinger



Board of Sewer Commissioners Meeting Notice



AGENDA

Date

Tuesday
July 8, 2014

Time

7:00 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Minutes: June 3, 2014
2. Public Comment
3. Ryan Carriera regarding sewer allocation for proposed 25 Perry Avenue development
4. Sewer Commissioners Reports
5. Adjourn

2014 JUL 3 AM 9 19
TOWN CLERK'S OFFICE
BOURNE, MASS

Board of Sewer Commissioner's
Minutes of July 8, 2014
Bourne Community Building
Bourne, MA 02532

2014 OCT 17 PM 12 25
TOWN CLERK'S OFFICE
BOURNE, MASS

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TA Guerino

Linda Zuern, Chairman
Don Pickard, Vice-Chairman
Stephen Mealy, Clerk
Don Ellis
Peter Meier (excused)

Documents

- None

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

Call meeting to order

Chm. Zuern at 7:00 pm.

Minutes: 6/3/14

Pickard moved and seconded by Ellis to approve minutes of 6/3/14 as amended. Vote 4-0.

Public Comment

None.

Ryan Carriera regarding sewer allocation for proposed 25 Perry Avenue development

Mealy referenced the Weston & Sampson Engineers, Preliminary Hydrogeologic Study for Wastewater Disposal January 2014; the Wastewater Management Planning for Bourne Downtown, Cape Cod Commission, June 2012; and the Inter-Municipal Agreement (IMA) History.

In 1989 Bourne entered into a 20-year agreement with the Town of Wareham.

Allows Bourne to send up to 200,000 gallons per day (gpd) to the Wareham wastewater treatment plant. This agreement was extended for an additional 20 years in 2010.

The capacity was loosely based on an allocation of 140,000 gpd from Buzzards Bay Village and 60,000 gpd from Hideaway Village.

According to the Cape Cod Commission June 2012 *Wastewater Management Planning for Bourne's Downtown* Report, the most recent three year average suggests that 87,000 gpd, the lowest being 73,000 gpd of Bourne wastewater is being conveyed to the Wareham wastewater treatment plant.

The agreement requires that Wareham approve any future connections when Bourne reaches 90% percent of their allotted capacity or 180,000 gpd.

Town has about 66,000 gpd of capacity available for future connections to the sewer system before reaching this threshold.

However, some of this capacity, approximately 20,000 gpd is reserved for land-owners who have paid betterment fees over the past years.

Further, the agreement with Wareham requires that 10% or 20,000 gpd of capacity be reserved for daily fluctuations in flow. Wareham has informed Bourne that there will be no additional capacity available for Bourne in the future.

In Summary:

Buzzards Bay, Taylor's Point at Lowest	73,000
New Assisted Living	23,000
Paid Betterments	20,000
Hideaway Village	60,000
Total	176,000
Total Available thru Wareham Agreement	200,000
Net Available	24,000

Additional Capacity Options:

*Could a new agreement with Hideaway Village be undertaken? Their average high use is well below 15,000 gpd.

*Build a Wastewater Treatment Plant to address immediate and future needs of the Town, including such projects as 25 Perry Avenue.

*Plant Needs and Disposal Options.

The hydrogeologic evaluation was undertaken by Weston & Sampson in January 2014 which documents the investigation conducted on two sites include the Community Center property and the Queen Sewell Park property.

The proposed treated effluent subsurface disposal sites are currently being used as playing fields, a park, and undeveloped land.

Final recommendation for using Queen Sewell Park was made. The Queen Sewell Park site appears to be a favorable location for the subsurface discharge of up to 335,000 gpd or less of treated wastewater effluent.

Previous Studies (an incomplete list):

In April 2005, Horsely Witten submitted a 30-year Facilities Master Plan for the Town of Bourne including developing a needs assessment, development of conceptual plans and mapping of the facility as expansion took place to accommodate future capacity needs.

In March 2008, Stantec, a study commissioned by the Bourne Financial Development Corporation for the re-development of Main Street, Buzzards Bay.

In June, 2008 Tighe and Bond provided a conceptual plan for the development of the Bourne Development Campus. They identified required wastewater collection, treatment and discharge.

In February 2009, Tighe and Bond provided potential cost allocation/local revenue alternatives for funding wastewater installation for Buzzards Bay.

In April 2010, Barnstable County Wastewater Cost Task Force provided cost estimates for capital, operations and maintenance for individual, cluster satellite and centralized systems for Cape Cod, including Bourne.

In June 2012, the Cape Cod Commission completed the Wastewater Management Planning for Bourne's Downtown.

In January 2014 as mentioned previously, we received Weston and Sampson Engineers Preliminary Hydrogeologic Study for Wastewater Disposal for Buzzards Bay

The time has come as we are at the brink of our limit, options and ability to go forward with development in Buzzards Bay.

We established a Wastewater Advisory Committee to assist the Sewer Commissioners to move forward with undertaking the tasks that have been so well defined and redefined in August, 2007.

We have laid out the plans; we've prepared Buzzards Bay for development, creating a Growth Incentive Zone in Buzzards Bay in May 2011.

We've reviewed Funding Options, including:

Tax Increment Financing
District Improvement Financing
Local Infrastructure Development Program
Business Improvements District
Combinations of Traditional & Non-Traditional funding including Public and Private Partnerships.

All of these have been successfully used within other communities.

The Town has prepared itself and stopped short of addressing the issue now at our doorstep.

This development is above and beyond our capacity, wastewater-wise. We as a town cannot go forward with it.

I urge my fellow Commissioners to grant the available 24,000 gpd now available and work with the developer to start the process of the development of a town Wastewater Treatment system that has yet to be specifically identified nor specifically funded.

But start we must.

Pickard said we need some sort of policy that gives allocation to a commercial entity.

Ellis agrees with statements made by Mealy and Pickard. This project needs to be thought through clearly and we need to get working groups set up.

Chm. Zuern wouldn't be willing to give any large allocation until we have a handle on things. If we allocate any gallonage, it may stunt growth on Main Street.

Ellis said the subject of new well being built at Buzzards Bay Water District was discussed.

Mr. Carriera said 100,000 gallons for the whole project allocation. Details have to be worked out in the future. He needs an allocation before going before the Planning Board.

The applicant is seeking an allocation as a next step. This is complex, multi-step process. We want to work with the town to move forward.

The applicant stated they originally figured a 40B but would like to have the project as proposed. The hotel and theater would require 18,600 gallons per day which doesn't include the restaurant.

Ellis stated it would be in the best interest to work with us for allocations without the threat of 40B.

The applicant apologized and said it wasn't meant as a threat and that the 40B project was off the table.

Pickard would want to see a plan with the remaining town boards' comments to decide allocation. Can the board provide the proponents available allocation for a period not to exceed "x" and if not, can it be rescinded.

TA Guerino said an allocation allowed would have to be renewed every two years. He suggested the board allow him to research and be a place to start before any allocation can begin. He said we need to know what is the calculated flow the DEP requires in excess of what is available. If you look at your current flow, is there some movement in there? Flows and allocations have to be worked separately.

Ms. Sallie Riggs said the applicant already owns three businesses and already has that flow.

Mr. Carrieria said if we put sewer on our site, it becomes part of the economic development.

Chm. Zuern said she has been told by residents that a 7-story building will be an eye sore and that they don't want more traffic and we are limited to parking now.

TA Guerino said we can't go to the DEP asking for a reduction in proposed flows until we have a record of flows.

Mealy moved and seconded by Pickard to ask the Town Administrator and staff with DEP to discuss licensing authorities to adjust the Hideaway Village allocation of 60,000 gallons/day towards general sewer capacity in the Buzzards Bay region. Vote 4-0.

Applicant stated they could hire someone to help facilitate between private and public party. Atty. Bruce Douglas who works in a firm in Providence, RI.

Mealy said we are looking for allocation for Phase I. This does not depend on the development of Public Private relationship.

TA Guerino said continued discussion can be put on the board's 8/5/14 meeting.

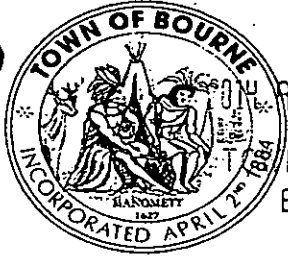
Sewer Commissioners Reports

None.

Adjourn

Pickard MOVED and SECONDED by Mealy to adjourn. Meeting adjourned at 8:37 pm. Unanimous vote.

Respectfully submitted,
Lisa Groezinger



Board of Sewer Commissioners Meeting Notice

AUG 8 AM 10 50
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA



Date

Tuesday
August 12, 2014

Time

6:45 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Minutes: July 8, 2014
2. Establish Annual Sewer Rates and Overage Rates
3. Sewer Commissioners Reports
4. Adjourn

Board of Sewer Commissioner's
Minutes of August 12, 2014
Bourne Community Building
Bourne, MA 02532

copy - not
posted

TA Guerino

Linda Zuern, Chairman
Don Pickard, Vice Chairman
Stephen Mealy, Clerk
Don Ellis
Peter Meier

2014 DEC 31 PM 12 36
TOWN CLERK'S OFFICE
BOURNE, MASS

Documents

- None

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

Call meeting to order

By Chm. Zuern at 6:00 pm.

Minutes of 7/8/14

Pickard MOVED and SECONDED by Mealy to approve minutes of 7/8/14 as submitted.
VOTE 4-01 (Meier abstained).

Establish Annual Sewer Rates and Overage Rates

TA Guerino corrected the Estimated 2015 Column under Sewer User Fees and said the total of \$110,00 should be \$841,681. The rate of \$734 is the same rate representing a lot of hard work with Mr. George Tribou, Ms. Debbie Judge and Ms. Linda Marzelli. There will be in future years some money left in savings that will require capital work which includes underground work, camera-ing and to prepare for future needs as well. This rate has been the same for the fifth year.

Meier MOVED and SECONDED by Pickard to approve residential and commercial sewer user fees of \$734 are determined as follows: 1) semi-annual billing from 7/1/14 – 12/31/14 \$367 per unit; and 2) semi-annual billing from 1/1/15 – 6/30/15 \$367 per unit. Rates effective for FY2015. Vote 5-0.

TA Guerino recommended to keep the overage fees the rates.

Meier MOVED and SECONDED by Pickard to approve residential and commercial Water Overage Fees determined as follows: 1) a fee of .010 for every gallon of water in excess of 45,000. Rates effective for the calendar year 2014. Vote 5-0.

Sewer Commissioners Reports

Pickard asked if heard about HOV. TA Guerino met with proponents about how meeting with DEP. Reallocation and has not heard back from them. He does note he will have a meeting in August with the Hideaway Village folks.

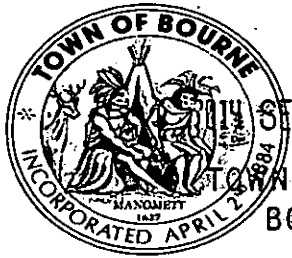
Public Comment

None requested.

Adjourn

Pickard MOVED and SECONDED by Meier to adjourn. Meeting adjourned at 6:51 pm. Unanimous vote.

Respectfully submitted,
Lisa Groezinger



Board of Sewer Commissioners Meeting Notice

SEP 26 PM 2 32

TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA



Date

Tuesday
September 30, 2014

Time

7:00 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Minutes: August 12, 2014
2. Wastewater Advisory Committee Appointment – Sallie Riggs
3. Reserve capacity allocation regarding Phase II (Hotel development)

Remain in session jointly with BOS

4. Old Bridge Road sewer Replacement project proposal from Staff.
5. Sewer Commissioners Comments
6. Adjourn

Board of Sewer Commissioner's
Minutes of September 30, 2014
Bourne Community Building
Bourne, MA 02532

2015 MAR 19 AM 11 41
TOWN CLERK'S OFFICE
BOURNE, MASS

TA Guerino

Linda Zuern, Chairman
Don Pickard, Vice-Chairman
Stephen Mealy, Clerk
Don Ellis
Peter Meier

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

Meeting Called to Order

Chm. Zuern called the meeting to order at 6:30 pm and the BOSC will remain open throughout the BOS meeting as there are issues that pertain to the BOSC.

Approval of 8/12/14 Minutes

Pickard moved and seconded by Meier to approve minutes of 8/12/14 as submitted.
Unanimous vote.

Wastewater Advisory Committee Appointments

Pickard said nothing in the Charge amended on 2/25/14 indicates the party must be a resident of Bourne.

Pickard moved and seconded by Mealy to appoint Ms. Sallie Riggs to the Wastewater Advisory Committee for a term to expire 6/30/15.

Discussion

Mr. Mulvey is opposed to a non-resident to this particular appointment based on principals and circumstances and not on personalities.

Zuern doesn't feel we need to have the Wastewater Advisory Committee. Pickard suggested this should be placed on a future agenda for discussion.

Mary Jane Mastrangelo supports the appointment of Ms. Sallie Riggs.

Ellis does not support the appointment of Ms. Sallie Riggs.

Marie Olivia commented on the personal issues and feels we should be talking about expertise.

Meier supports the appointment of Ms. Sallie Riggs.

After lengthy discussion held on the issue of a non-resident, it was the consensus of the board is to approve the appointment of Ms. Sallie Riggs to the Wastewater Advisory Committee.

BOSC VOTE: 3-2 (Zuern and Ellis opposed).

Phase II Reserve Capacity Hotel

TA Guerino said at the last BOSC meeting, there was discussion of allocation at the Hideaway Village (HAV). He approached DEP to have the allocation be re-apportioned. Mr. Dudley's letter based on the flow allocations, the 60,000 gallons was not allocated to any entity and BOSC can allocate providing they did not exceed the permit IMA for 200,000 gallons/day average annual daily flow.

He met last week with the HAV and there is a concern relative to being caught short on allocation; he will be coming back to this board at the next meeting to ask for a reserve capacity for HAV of 30,000 gallons; additionally, there is concern from HAV, they represent 28% of the total budget income of the Wastewater Budget and some thoughts should be given to them and how it affects the overall operations of the town's system and will discuss to make accommodations without alleviating our fiduciary responsibilities to the rate payers.

He received a call late this afternoon from representatives from the developer of the hotel and was requested 27,108 gallons for the hotel piece. If the BOSC allocates 30,000 gallons at a subsequent meeting for which he is recommending to the BOSC for HAV, we are left with 26,992 gallons a net increase of 22,900 gallons after the allocation of the 30,000 gallons.

Mr. Chris Bailey, hotel representative, is asking for 27,108 gallons based on a program plan developed since the last meeting in July 2014 based on 120-126 rooms. Once we receive allocation, we need to go through the site planning involving architecture and engineering.

Meier asked what the height of the hotel and conference center. Mr. Bailey doesn't know at this time. It is possible they will ask the Planning Board to go above 4 floors for the hotel.

Mr. Bailey said the allocation requested for the developers to go to the investors to purchase and to go to the Planning Board.

Pickard moved and seconded by Meier that the Board allocate the capacity to the hotel developer of the needed 27,108 gallons/day to the Perry Ave Corporation for a period of 6-months allowing and to institute their purchase and necessary times before other regulatory boards.

Discussion

Ellis is concerned about 7-stories of the hotel and a reserve capacity. He will not support anything over 4-stories. We have the capacity to give to the developer, but hopefully the plan will work out properly as there other questions for parking. He likes the idea of coming back after 6 months.

Zuern would accept the gallonage with the thought of a 4-story building.

Meier spoke with Town Counsel regarding the DEP letter and concurs with Town Counsel's opinion.

TA Guerino said we have issues to discuss as it relates to the positive relationship with HAV and will be coming at a very near subsequent meeting.

Mr. Chris Farrell, Planning Board Chairman, said 6-months is a little shy and something we've given other people in the past, a year would be more in line with what is going on.

Pickard said if the board sees something positive within the 6 months, the board can move an additional 6 months.

Mr. Sala, in the past we have given applicants a year for permitting process, finances, sign and sealed and delivered prints.

Pickard withdrew his original motion and seconded by Meir.

Pickard moved and seconded by Meier that the BOSC reserve an allocation for Phase II for the hotel development proposed by Perry Avenue Corp. for 27,108 gallons/day for a period of one calendar year from today at which time the developer will have secured financing, and have permits and plans in hand. Vote 5-0.

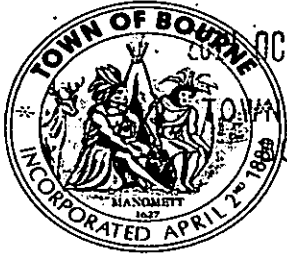
Item 4 and Item 7 are combined with the BOS meeting agenda. TA Guerino suggested the BOSC recess of 3 minutes.

Pickard moved and seconded by Meier to recess for 3 minutes before going into the Selectmen's open session. Unanimous vote.

Adjourn

Meeting adjourned at 9:30 pm. Vote 5-0 as voted at the Selectmen's meeting.

Respectfully submitted – Lisa Groezinger, sec.



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CLERK'S OFFICE
BOURNE, MASS

Board of Sewer Commissioners Meeting Notice AGENDA



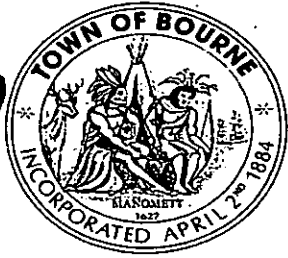
Date
Tuesday
October 21, 2014

Time
7:00 p.m.

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

1. Call meeting to order
2. Commissioners to consider appointment to the Wastewater Advisory Committee
3. Adjourn

2014 DEC 5 PM 3 25



Board of Sewer Commissioners Meeting Notice

AGENDA

Date

Tuesday
December 9, 2014

Time

6:15 p.m.

Location

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

Note this meeting is being televised and recorded. If anyone in the audience is recording or video taping, they need to acknowledge such at this time

Call to order

1. Counsel opinion regarding appointments
2. Appointment to the WWAC
 - Planning Board Representative
 - Commercial User Representative
3. NMLC – Fee Assessment

2015 MAR 19 AM 11 41

Board of Sewer Commissioner's TOWN CLERK'S OFFICE
Minutes of December 9, 2014 BOURNE, MASS
Bourne Community Building
Bourne, MA 02532

TA Guerino

Linda Zuern, Chairman
Don Pickard, Vice-Chairman
Stephen Mealy, Clerk
Don Ellis
Peter Meier

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

Meeting Called to Order

Chm. Zuern called the meeting to order at 6:15 pm.

Counsel opinion regarding appointments

Memo of Town Counsel Robert Troy memo dated 12/5/14 regarding the Wastewater Advisory Subcommittee read into the record by Chm. Zuern.

Appointment to the WWAC

• **Planning Board Representative**

Ellis moved and seconded by Meier to nominate Elmer Clegg as the Planning Board Representative to the WWAC.

Pickard moved and seconded by Mealy to nominate Louis Gallo as the Planning Board Representative to the WWAC.

Meier moved and seconded by Mealy to close nominations. Vote 5-0.

VOTE: Zuern – Clegg; Pickard – Gallo; Mealy – Clegg; Meier – Clegg; Ellis – Clegg.

VOTE: Clegg 4 – Gallo 1

• **Finance Committee Representative**

Pickard moved and seconded by Mealy to affirm the seating of Ms. Judy Conron based on the recommendation by the Finance Committee as well as sworn in by the Town Clerk and the advice of Town Counsel. Vote 3-2 (Zuern, Ellis in opposition).

- **Commercial User Representative**

Pickard moved and seconded by Meier to appoint Kathy Zagzebski as a Commercial User Representative to the WWAC. Unanimous vote.

TA Guerino said all nominations are good for a term to expire 6/30/15.

NMLC – Fee Assessment

TA Guerino said the National Marine Life Center has not paid sewer fees since 1997. The account was abated and need to be taken off the commitment for Fiscal Year 1998.

TA Guerino said he knew that in 2012 he was aware of the abatement. Pickard questioned why it didn't come to the Sewer Commissioner's attention. TA Guerino said this was based on the historic records of the board from 1997 – 2012. He did not change the policy.

Pickard said these costs additional for users about \$7,000 in total. Chm. Zuern asked for all the charges forwarded to the BOSC.

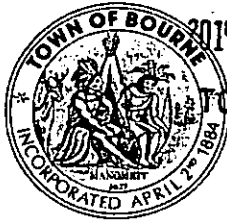
Kathy Zagzebski said this abatement happened before she was at the NMLC. She appreciates the generosity of the town paying this bill and wasn't aware they should have been assessed. No bills have been issued to them.

Pickard moved and seconded by Meier that the board institute the annual and overage fee of the NMLC at 120 Main Street to commence with the next billing of February 2015 with the same bill all users recognize. Vote 4-1 (Mealy in opposition).

Adjourn

Meier moved and seconded by Pickard to adjourn. Meeting adjourned at 7:42 pm. Vote 5-0.

Respectfully submitted – Lisa Groezinger, sec.



2014 JAN 21 AM 9 19
TOWN OF BOURNE
Shore & Harbor Committee
TOWN CLERK'S OFFICE
BOURNE, MASS 24 Perry Avenue
Buzzards Bay, MA 02532



2014 JAN 21 AM 9 19
TOWN CLERK'S OFFICE
BOURNE, MASS

Richard Libin, Chairman
David Wiggin, Vice Chairman
Paul Bushueff, Clerk
David Crane
Irving Salley
Chris Southwood
Hunter Scott

Agenda Shore & Harbor Committee

The Shore and Harbor Committee will hold a public meeting on Monday, January 27, 2014 at the Bourne Middle School at 7:00 PM

1. Public comments, non-agenda items
2. Review minutes of previous meetings
3. Update on Dredging Projects
4. Ramp & Marina Priorities
4. Committee Priorities
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 F. Libin
Chairman

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

**Shore & Harbor Committee
Minutes of January 27, 2014
Bourne Middle School
Bourne, MA 02532**

Rich Libin, Chairman
David Wiggin, Vice Chairman (absent)
Paul Bushueff, Clerk
Hunter Scott (absent)
David Crane
Irving Salley
Chris Southwood

Tim Mullen, Harbormaster

Members of the Press: Paul Gately, Bourne Courier

Meeting called to order
7:00 pm by Chm. Libin.

Approval of Minutes

Southwood MOVED and SECONDED by Crane to approve minutes of 11/13/13 as submitted.
UNANIMOUS VOTE. Bushueff abstained.

Public comments, non-agenda items

None.

Update on Dredging Projects

Cohasset Narrows – The Army Corps cited severe weather and mechanical issues as a result of the delay. The project is now 95% complete.

Hen's Cove - piling work is hung up at DEP. Mr. Mullen expects all permits in hand this spring.

Barlow's Landing – all hydro work is complete. The hydro survey needs to be corrected and once complete the sampling and spooring analysis will begin.

Mr. Mullen – as soon as we get the Barlows and the River permits, we can go for the comprehensive dredging permit. The BSC Group knows that is the plan.

Bushueff – suggested in order to keep things moving, to create some type of a master schedule for when to feed into a master plan as far as permitting. Chm. Libin will talk with Mike Leitzel.

Ramp & Marina Priorities

The SHC will be before the Capital Outlay Committee for the boat ramp on 2/6/14 at 7 pm at the Community Center.

Chm. Libin – to speak with the Town Engineer to discuss weight limits and guidelines on the use of town ramps.

Committee Priorities

Mr. Mullen – suggested after the ramps, to revisit the usage fees for commercial haulers or people who want to use the ramp for building revetments for people.

Public comments, non-agenda items

None.

Any other business that may come before the Committee

None.

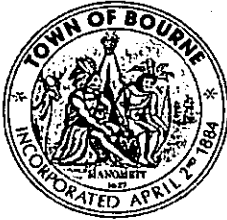
Next meeting

February 2/24/14 – BMS

Adjournment

Salley MOVED and SECONDED by Southwood to adjourn. Meeting adjourned at 8:06 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
Irving Salley
Chris Southwood
Hunter Scott

Agenda
Shore & Harbor Committee

The Shore and Harbor Committee will hold a public meeting on Tuesday, March 25, 2014 at
7:00 PM at the Bourne Middle School, Room 100

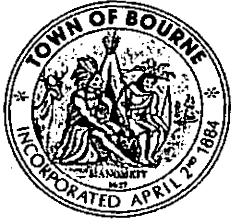
1. Public comments, non-agenda items
2. Review minutes of previous meetings
3. Update on Dredging Projects
4. Monument Beach Ramp & Marina Priorities
5. Town Ramp & Marina Priorities
6. Committee Priorities
7. Public comments, non-agenda items
8. Any other business that may come before the Committee

Citizens are welcome and encouraged to attend our meetings.

Richard F. Libin
Chairman

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

2014 MAR 21 AM 10 38
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
Irving Salley
Chris Southwood
Hunter Scott

Agenda
Shore & Harbor Committee

The Shore and Harbor Committee will hold a public meeting on Thursday, May 1, 2014 at *7pm*
Bourne Middle School, Room 100

1. Public comments, non-agenda items
2. Review minutes of previous meetings
3. Update on Dredging Projects
4. Barlows Landing Dredge Permit update
5. Hens Cove License update
6. Comprehensive Permit for Dredging Update
7. Town Ramp & Marina Priorities
8. Committee Priorities
9. Public comments, non-agenda items
10. Any other business that may come before the Committee

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

2014 APR 29 AM 8 48
TOWN CLERK'S OFFICE
BOURNE, MASS

Shore & Harbor Minutes of May1, 2014

Members Present:

Richard Libin, Chairman
David Wiggin, Vice Chairman
Paul Bushueff, Clerk
Irving Salley
Chris Southwood
Hunter Scott

Members absent: David Crane

Guests: Bob Schofield

Prior minutes, minutes of January 27, 2014 approved as written, motion by I. Salley, second C Southwood, unanimous

Prior minutes, minutes of March 25, 2014 approved as written, motion by I. Salley, second C Southwood, unanimous, Bushueff abstains.

Discussion:

Chapter 91 license for Hens Cove received for dingy dock. Plans circulated, Rich to try and get electronic version to email around.

Tim would like to see bid go out this summer.

Some discussion of need to have a list of dredging projects, their schedules and their permit status available.

Barlows Landing :Libin and Mullen met with BSC to work on plan for dingy dock and dredging.

There will be two filings, one for dredging and one for dingy dock.

A concern was raised about run off eroding current pier. Libin to draft letter for placement of a berm.

Other priorities identified was the need maintain the existing boat ramps. To be discussed at next meeting

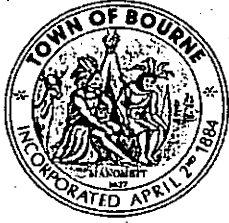
Hunter Scott to prepare PowerPoint presentation on his recommended priorities.

Next meeting June 5, 2014.

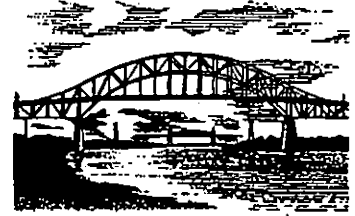
Motion to adjourn: D Wiggin, second, I Salley, unanimous

Adjourn at 20:00

BOURNE, MASS
TOWN CLERK'S OFFICE
OCT 24 11 51 AM '14



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
Irving Salley
Chris Southwood
Hunter Scott

Agenda
Shore & Harbor Committee

The Shore and Harbor Committee will hold a public meeting on Thursday, June 5, 2014
Bourne Middle School, Waterhouse Road, Room 100 at 7:00 P.M.

1. Public comments, non-agenda items
2. Review minutes of previous meetings
3. Update on Dredging Projects
4. Comprehensive Permit for Dredging Update
5. Town Ramp & Marina Priorities
6. Committee Priorities
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 F. Libin
Chairman

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

2014 JUN 3 PM 4 00
TOWN CLERK'S OFFICE
BOURNE, MASS

Shore & Harbor Minutes of June 5, 2014

Members Present:

Richard Libin, Chairman
David Wiggin, Vice Chairman
Paul Bushueff, Clerk
David Crane
Irving Salley
Chris Southwood
Hunter Scott

2014 OCT 24 AM 11 44

TOWN CLERK'S OFFICE
BOURNE, MASS

Members absent: None

Prior minutes, deferred

Discussion:

Hunter discussed the need for a beach shuttle. This is a recurring suggestion

Initiated discussion of Beach ramps.

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

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

Paul Bushueff to assess filing requirements with Conservation Agent.

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

Next meeting Monday 8/18/14

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

Adjourn at 20:20

2014 AUG 11 AM 8 57

TOWN CLERK'S OFFICE
BOURNE, MASS

Draft S&H Minutes of 6-5-14

Members absent: none

Prior minutes, deferred

Discussion:

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

Initiated discussion of Beach ramps.

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

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

Paul Bushueff to assess filing requirements with Conservation Agent.

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

Next meeting Monday 8/18/14

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

Adjourn @ 2040

MEETING NOTICE

**Shore and Harbor Committee
8/18/14
7:00 PM
Community Building**

2014 AUG 13 AM 10 31

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

AGENDA ITEMS

- 1. Public Comments, non-agenda items**
- 2. Review Minutes of Previous Meeting(s)**
- 3. Cedar Point Association re: Dredging**
- 4. Update on Dredging Projects**
- 5. Committee Priorities**
- 6. Public Comments, non-agenda items**
- 7. Any Other Business To Come Before the Committee**

**Richard Libin
Chairman**

Shore & Harbor Minutes of August 18, 2014 18:00

Bourne Community Center

Members Present:

Richard Libin, Chairman
David Wiggin, Vice Chairman
David Crane
Irving Salley
Chris Southwood
Hunter Scott

Members absent; Paul Bushueff, Clerk

Prior minutes accepted without change

Discussion;

A group representing the Cedar Point Association came before the committee to discuss the concerns and restoration of water depth in the area of Cedar Point Cove. The group had prepared handouts expressing their concerns and need for support. It was pointed out to them that the S&H Committee works on maintenance dredging only and that improvement dredging is not part of the committee's normal work.

Motion: That the committee would contact BSC for an estimate of cost for engineering at Cedar Point Cove for dredging, and if a permit could even be issued. Made by Hunter Scott second by Chris Southwood

After a discussion a motion was passed:

Discussion;

Chairman Libin requested help from all members as the Town Report is due September 19 and while he continues to do an outstanding job on his own members agreed to assist.

A Discussion on excised tax revenue along with the amounts of monies collected. Chris Southwood was asked to review excise tax revenues from this year and 2013, presented his findings to the committee. After some discussion none of the board members felt the numbers were valid, and errors and omissions may have played a part on the tabulation of the real numbers by the reporting agency.

Next meeting; Thursday September 18, 2014

Motion to adjourn by D Wiggin, Second by D Crane

Adjourn at 20:40

2014 OCT 24 AM 11 50
TOWN CLERK'S OFFICE
BOURNE, MASS

Meier, Marie

From: Lisa Groezinger <lgroezinger@gmail.com>
Sent: Tuesday, September 16, 2014 9:19 AM
To: Meier, Marie; Chapman, Wendy
Cc: Johnson, Barry
Subject: SHC - meeting agenda TO POST

MEETING NOTICE

Shore & Harbor Committee
9/18/14
Bourne Middle School
7:00 PM

Meeting Agenda:

1. Public comment, non-agenda items
2. Review minutes if previous meetings
3. Update on dredging projects
4. Barlows Landing Dredging Permit update
5. Hen's Cove - Cedar Point update
6. Town Ramp and Marina priorities
7. Public comment, non-agenda items
8. Any other business that may come before the Committee.

2014 SEP 16 AM 9 57
TOWN CLERK'S OFFICE
BOURNE, MASS

Richard Libin
SHC Chairman

--
"Happiness is when you think, what you say and what you do are in harmony." - Mahatma Gandhi

Shore & Harbor Minutes of September 18, 2014

Members Present:

Richard Libin, Chairman
David Wiggin, Vice Chairman
David Crane
Irving Salley
Hunter Scott

2014 OCT 24 AM 11 44

TOWN CLERK'S OFFICE
BOURNE, MASS

Members absent: Chris Southwood

Review of Annual report: motion to approve as written, Bushueff, second Wiggin, unanimous.

Discussion:

A discussion of the lighting at Barlow landing pier, Irving to explore solar lighting possibilities.

Dredging:

The Barlow's Dredging in planning/engineering stage (soil and disposal analysis stage). Plans will need to comply with new Corps permitting regulations. Hope for Dec 2015.

Discussion of Cedar Point dredging needs as brought before the Committee by the Cedar Point Association. The small area in need of dredging has limit public access and is not on the town priority list. In addition, engineering and dredging of the adjacent area has been recently completed. The cost estimate for engineering is \$25k.

Motion: The S&H Committee supports the Cedar Point Association in their efforts to improve the local waterway by dredging. However, The Committee cannot justify expenditure of limited town funds for engineering, at this time. Motion made by Wiggin, second by Crane, vote unanimous.

Next meeting Thursday October 23, 2014

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

Adjourn at 20:15

MEETING NOTICE
SHORE & HARBOR COMMITTEE
October 23, 2014
BOURNE MIDDLE SCHOOL
7:00 PM

AGENDA ITEMS:

1. Public comments, non-agenda items
2. Review minutes of previous meetings
3. Update on Dredging Projects
4. Town Ramp & Marina Priorities
5. Public comments, non-agenda items
6. Any other business that may come before the Committee

Citizens are welcome and encouraged to attend meetings.

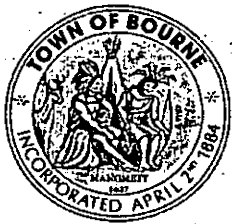
Richard F. Libin
Chairman

--

"Wake up every morning with the thought that something wonderful is about to happen."

2014 OCT 21 AM 7 38

BOURNE, MASS



TOWN OF BOURNE
Shore & Harbor Committee
24 Perry Avenue
Buzzards Bay, MA 02532



Richard F. Libin, Chairman
David Wiggin, Vice Chairman
John Bushueff, Clerk
David Crane
Craig Salley
James Southwood
Peter Scott

Agenda
Shore & Harbor Committee

The Shore and Harbor Committee will hold a public meeting on Thursday, November 13, 2014
Bourne Middle School

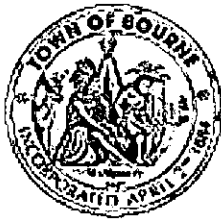
1. Public comments, non-agenda items
2. Review minutes of previous meetings
3. Update on Dredging Projects
4. Town Ramp & Marina Priorities
5. Public comments, non-agenda items
6. Any other business that may come before the Committee

2014 NOV 10 PM 10 58
TOWN CLERK'S OFFICE
BOURNE, MASS

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
Buzzards Bay, MA 02532



Richard Libin, Chairman
David Wiggin, Vice Chairman
Paul Bushueff, Clerk
David Crane
Irving Salley
Chris Southwood
Hunter Scott

Agenda Shore & Harbor Committee

The Shore and Harbor committee is doing its assessment of the town's boat ramps on Monday December 8, 2014 at 2:00 PM. We will be starting at the ramp on Redbrook Harbor Road next to Parkers Boat Yard.

1. Town Ramp Conditions Priorities on-site visits to:
 - a. Redbrook Harbor Ramp
 - b. Hens Cove Ramp
 - c. Barlows Landing Ramp
 - d. Pocasset River Ramp
 - e. Monument Beach Ramp
 - f. Bourne Marina (Taylor Point)

2014 DEC 3 AM 8 29
TOWN CLERK'S OFFICE
BOURNE, MASS

This analysis will allow us to prioritize our boat ramps repairs and or replacement needs.

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

Meier, Marie

From: Lisa Groezinger <lgroezinger@gmail.com>
Sent: Monday, December 8, 2014 8:13 PM
To: Johnson, Barry; Chapman, Wendy
Cc: Meier, Marie
Subject: Fwd: SHC Field Meeting 12-8-2014
Attachments: Bourne Ramps 12 - 8- 2014.pdf

Hello! Here are the pictures submitted as part of the site visit.

Thank you!

Lisa

----- Forwarded message -----

From: David R. Wiggin <David.Wiggin@verizon.net>
Date: Monday, December 8, 2014
Subject: SHC Field Meeting 12-8-2014
To: Lisa Groezinger <lgroezinger@gmail.com>
Cc: Chris Southwood <csouthbound@yahoo.com>, Rich Libin <rlibin@apb.cc>, Paul Bushueff <merwind-pb@comcast.net>, Dave Crane <dwcraneltd@comcast.net>, Hunter Scott <rhunterscott@comcast.net>, Irving Salley <icsalley@msn.com>

Dear Lisa:

Please find attached pictures of the tamps taken during our inspection today.

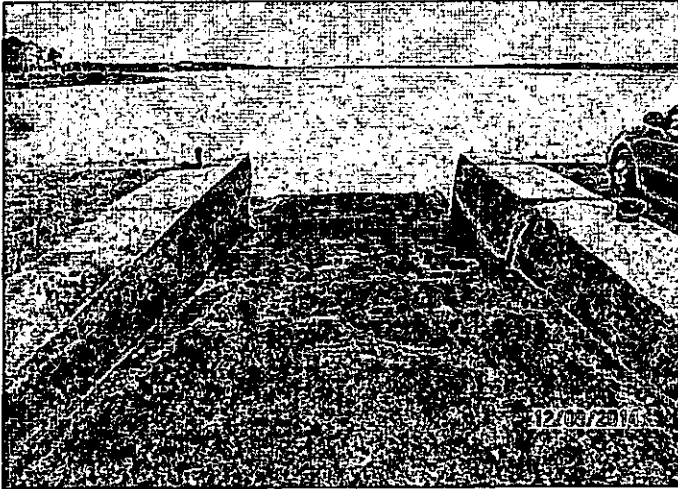
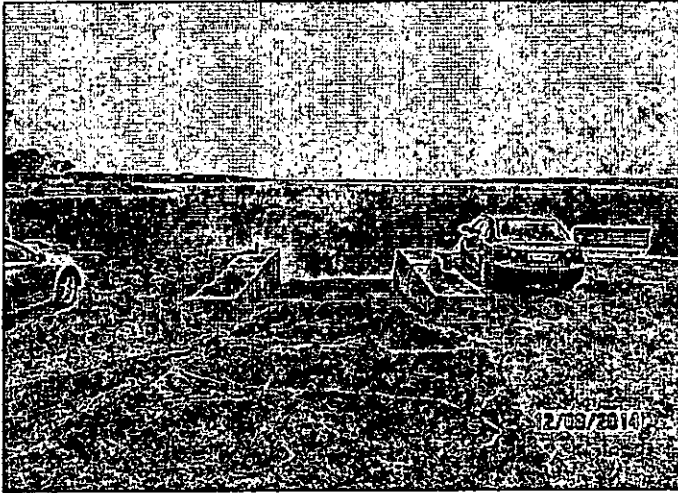
Thank you.

Please feel free to contact me should you have any questions.

Sincerely,

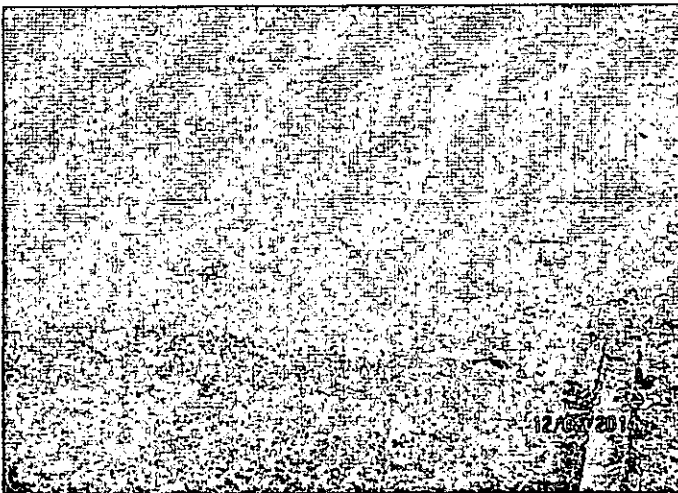
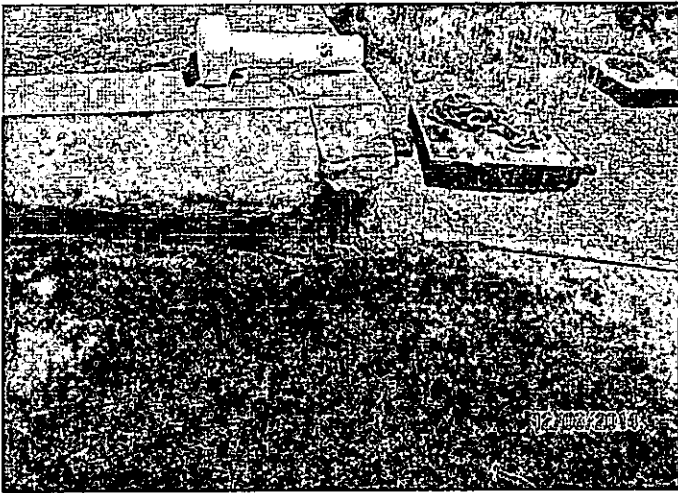
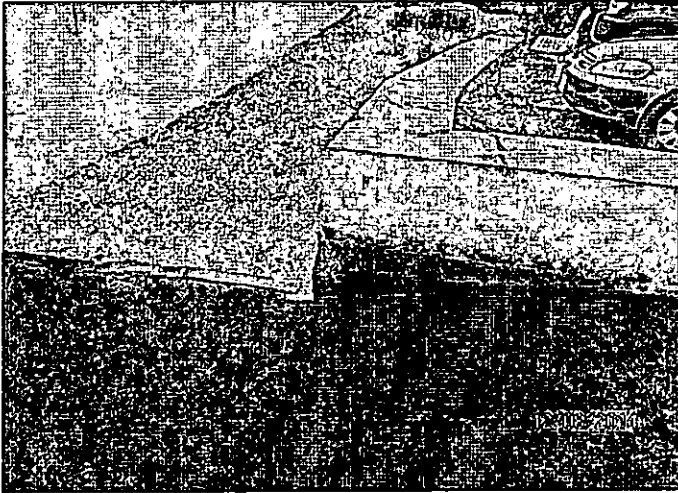
Bourne Town Ramps, December 8, 2014

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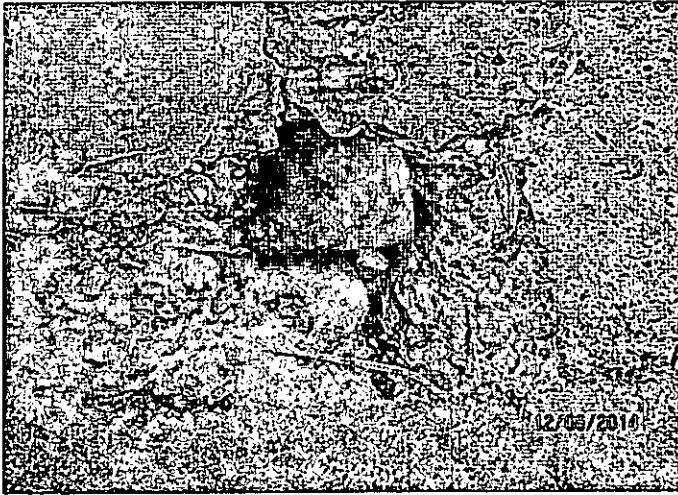


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TOWN CLERK'S OFFICE
BOURNE, MASS

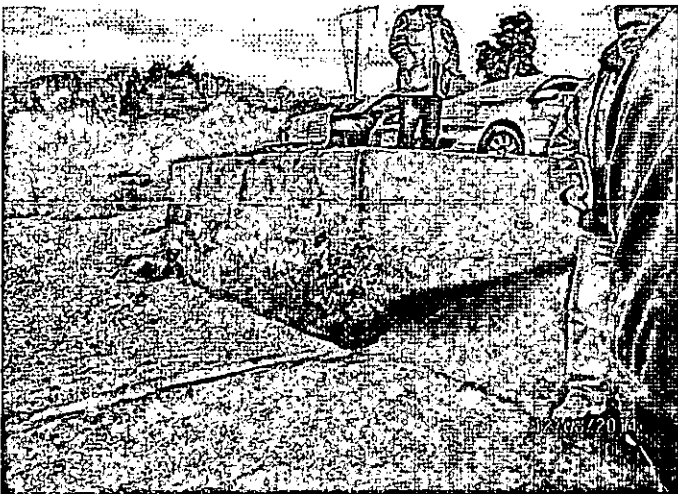
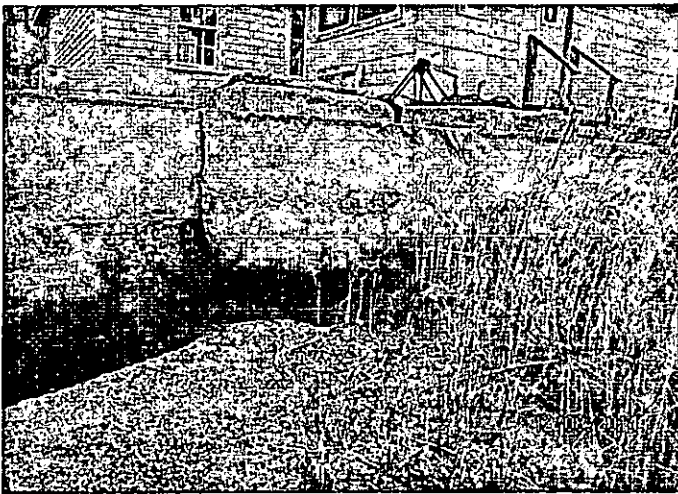
Bourne Town Ramps, December 8, 2014



Bourne Town Ramps, December 8, 2014

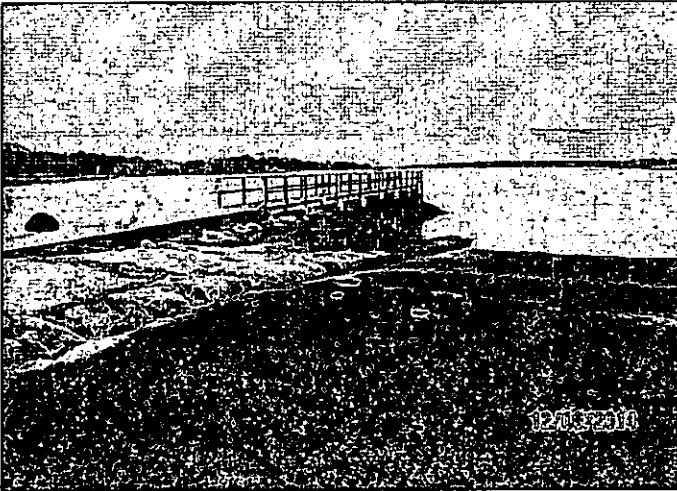
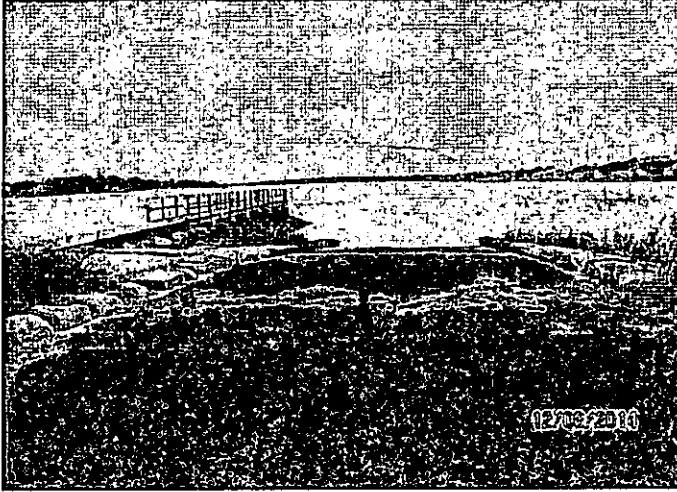


Bourne Town Ramps, December 8, 2014

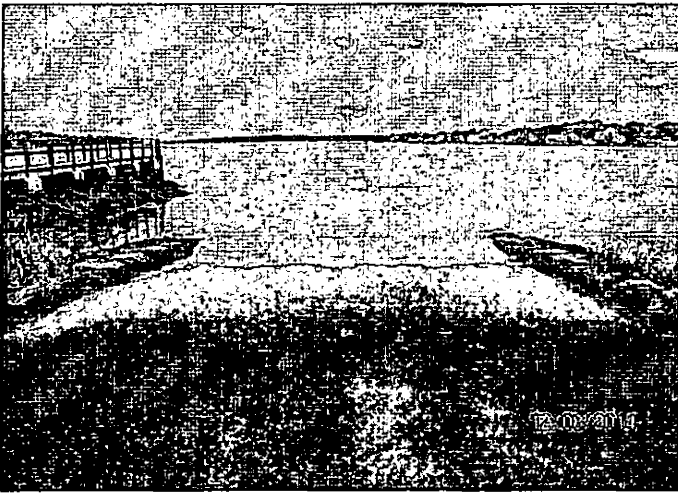
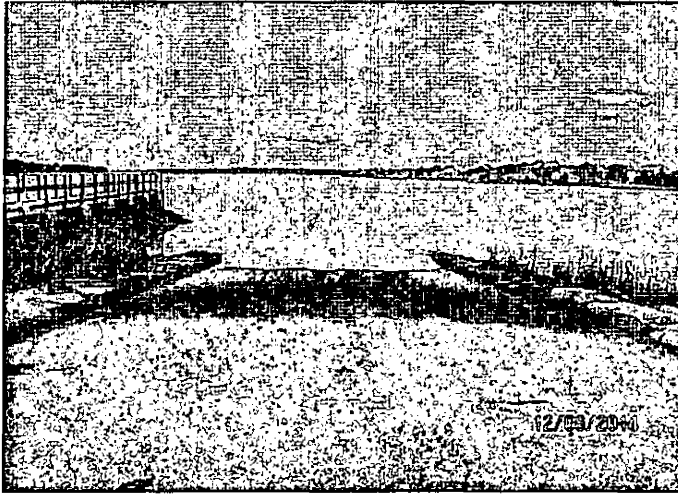


Bourne Town Ramps, December 8, 2014

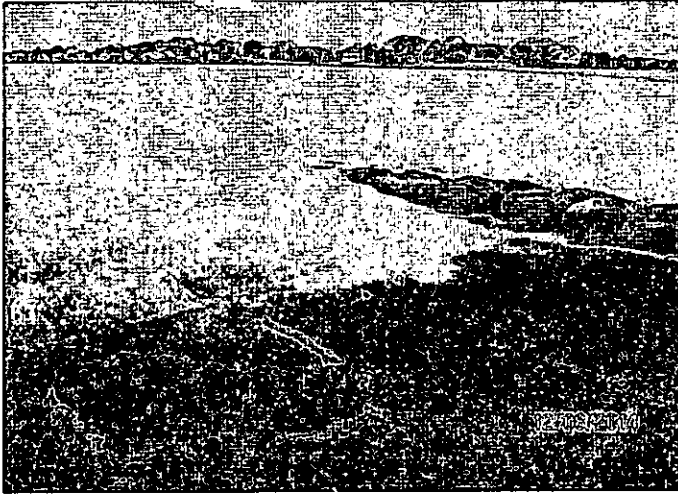
Hen Cove



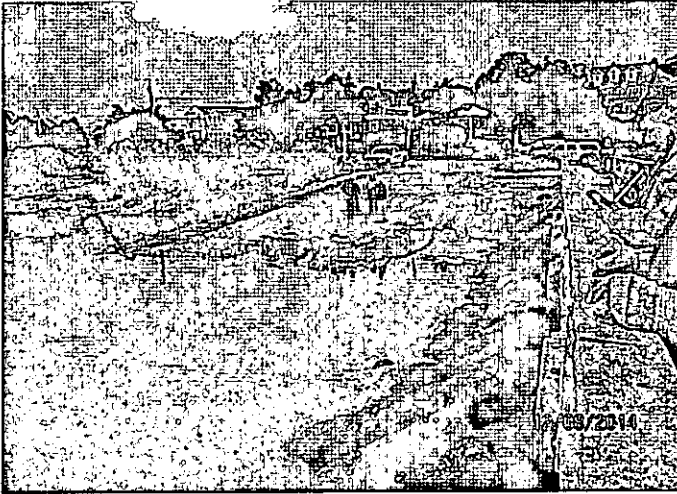
Bourne Town Ramps, December 8, 2014



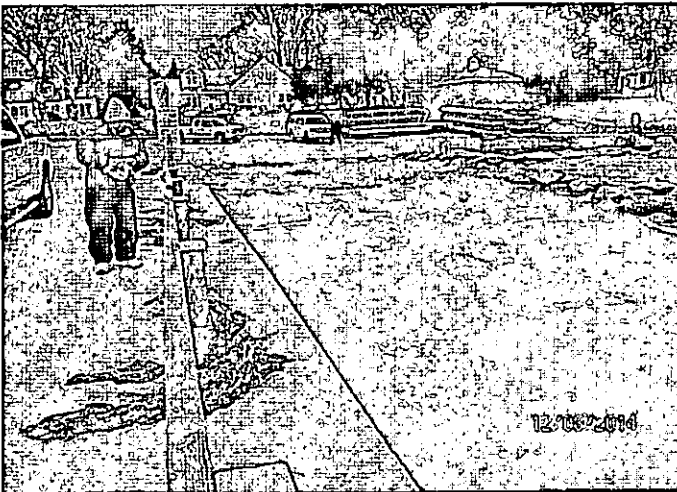
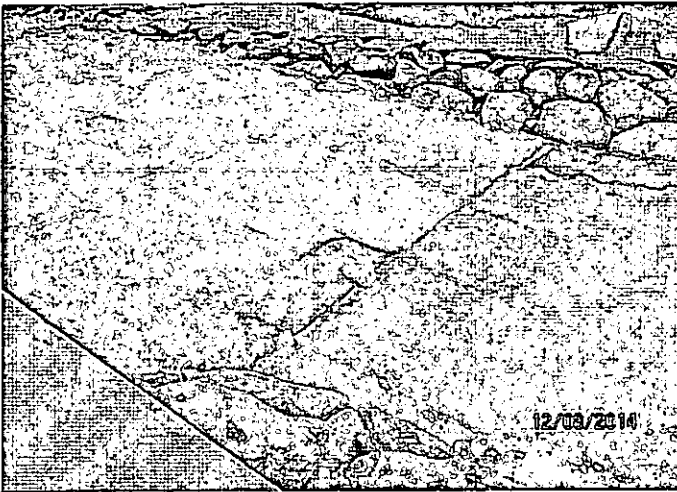
Bourne Town Ramps, December 8, 2014



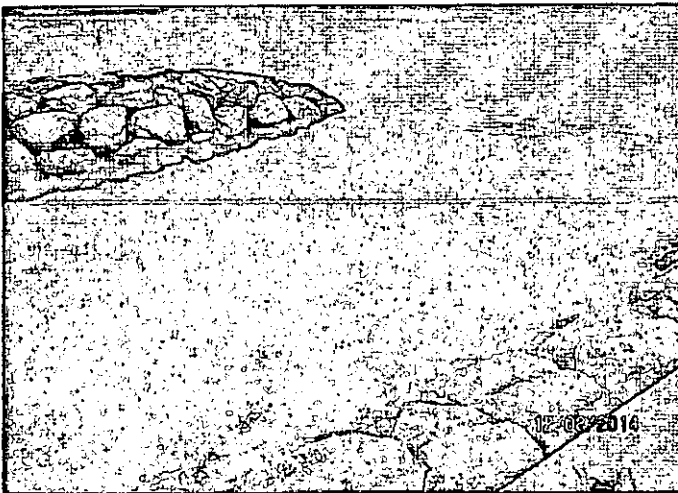
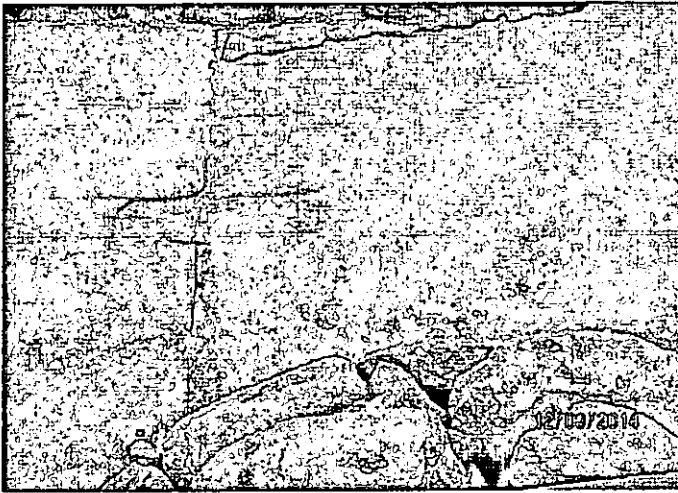
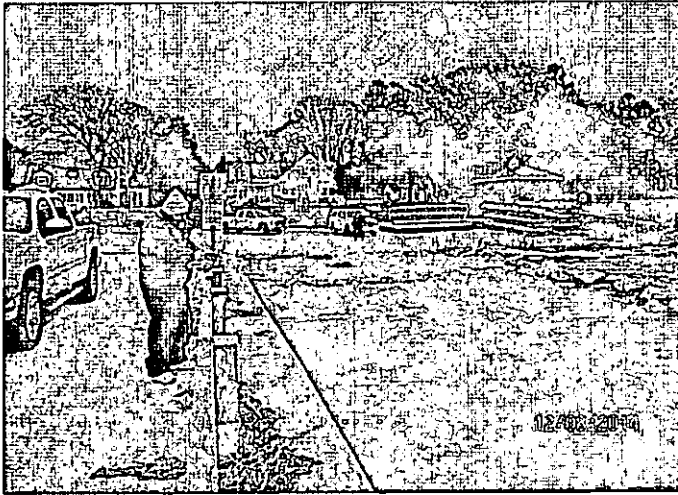
Bourne Town Ramps, December 8, 2014



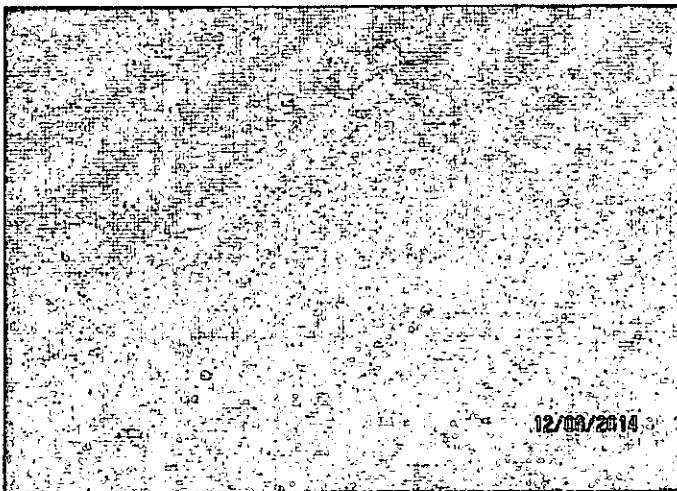
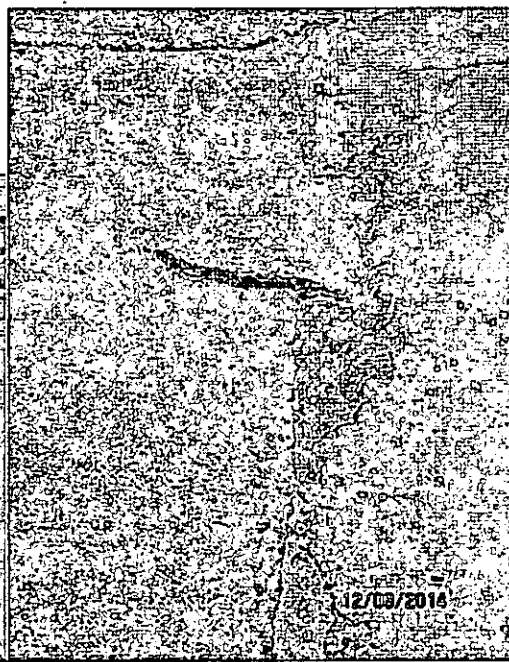
Barlows Landing



Bourne Town Ramps, December 8, 2014

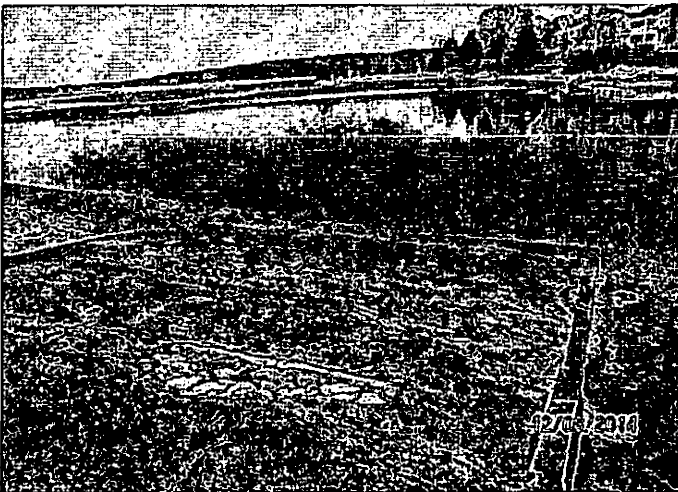
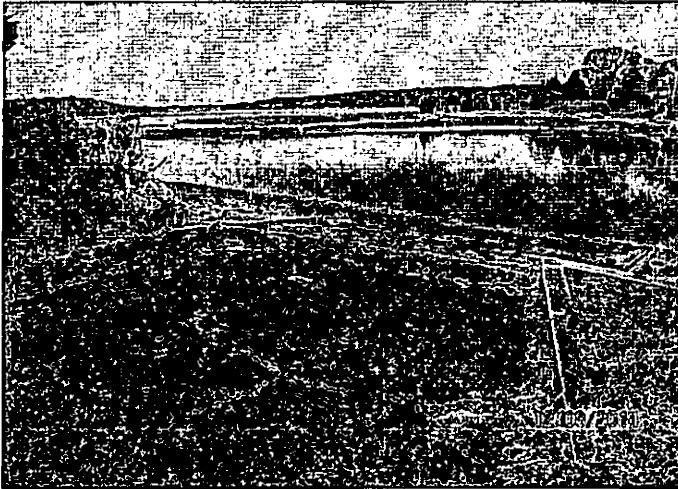
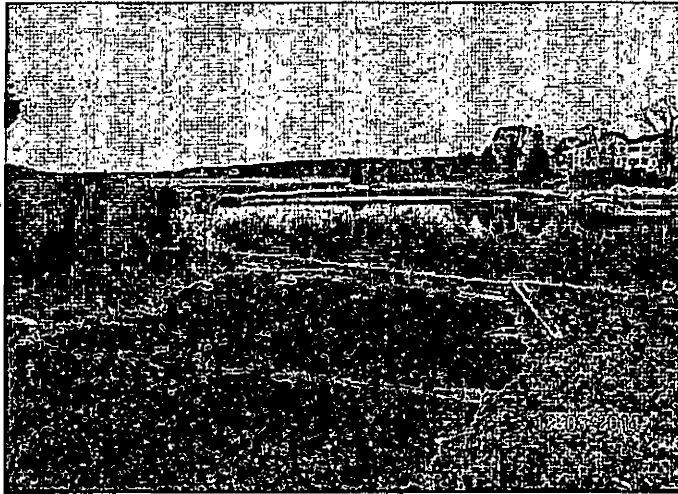


Bourne Town Ramps, December 8, 2014

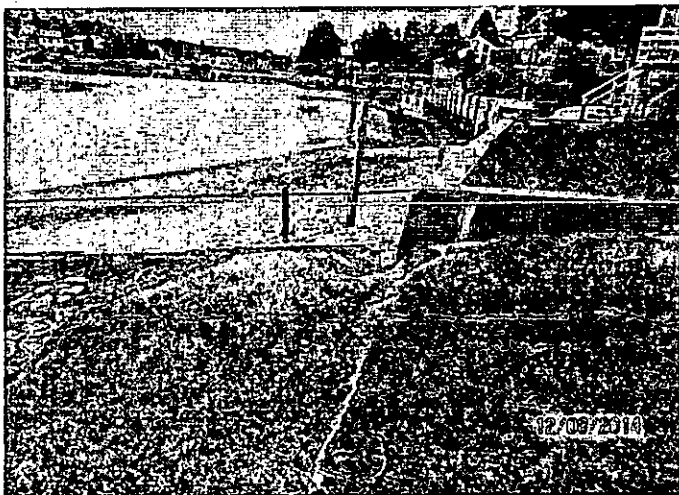
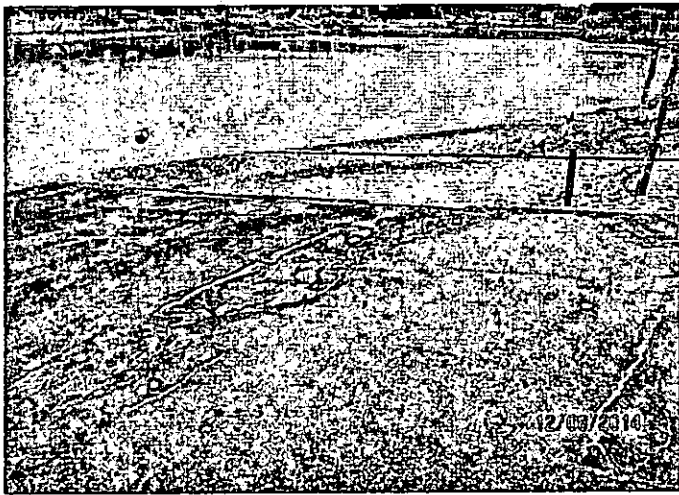
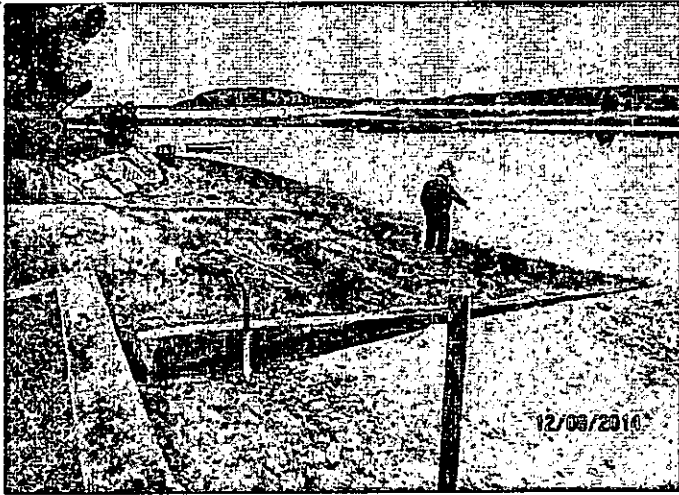


Bourne Town Ramps, December 8, 2014

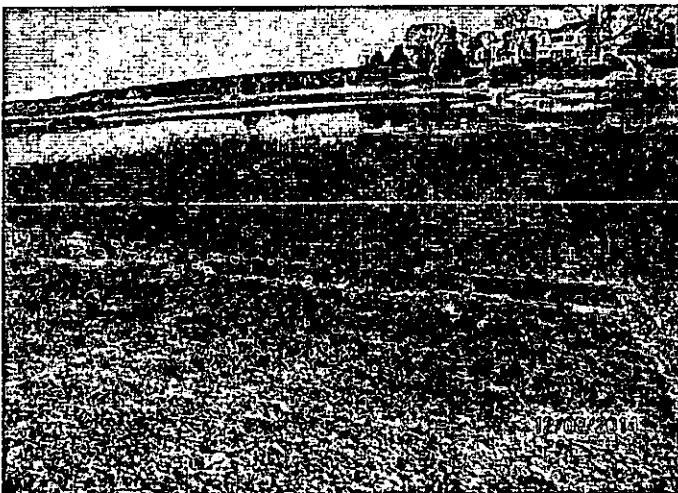
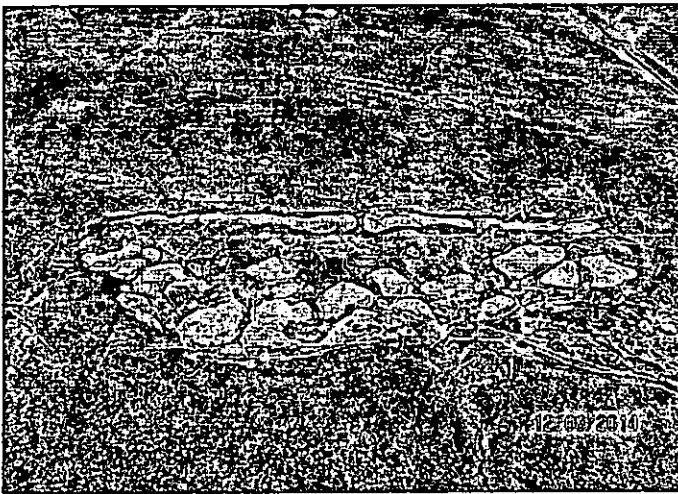
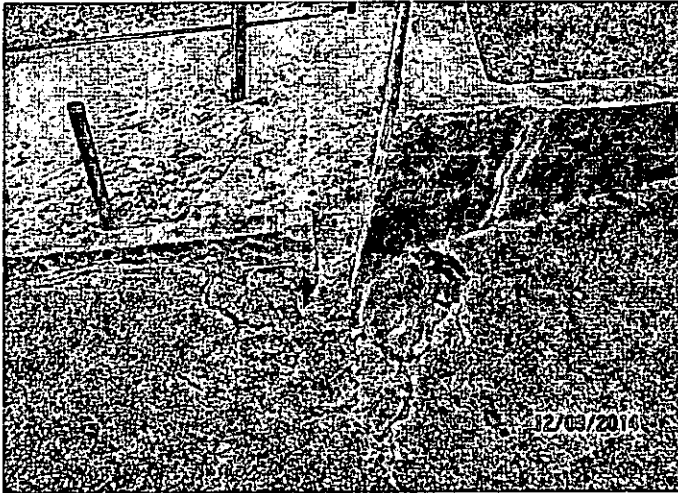
Pocasset River



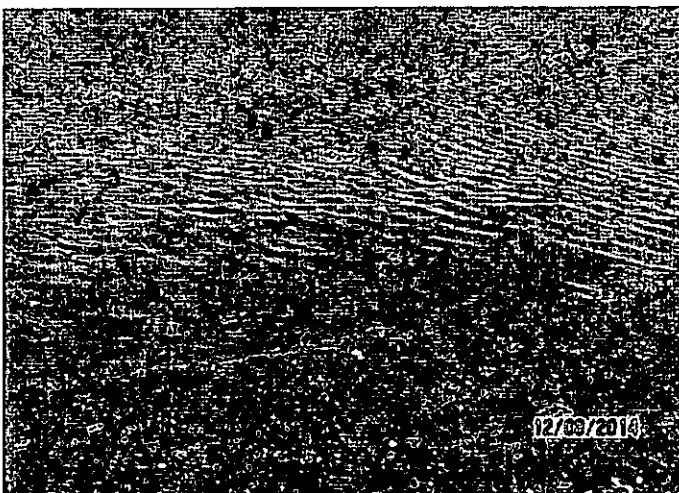
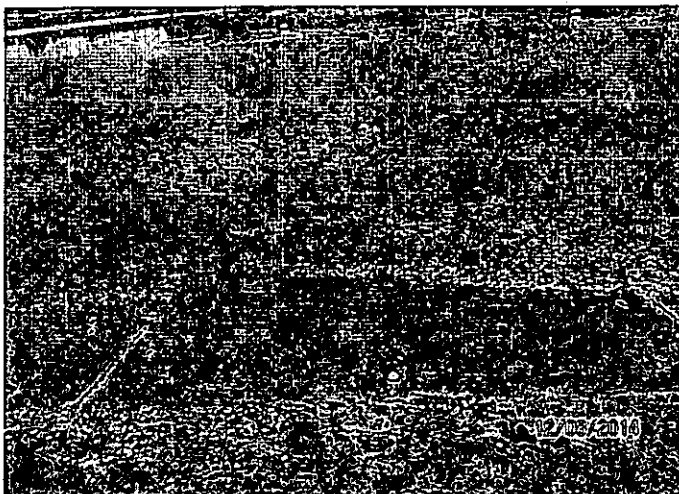
Bourne Town Ramps, December 8, 2014



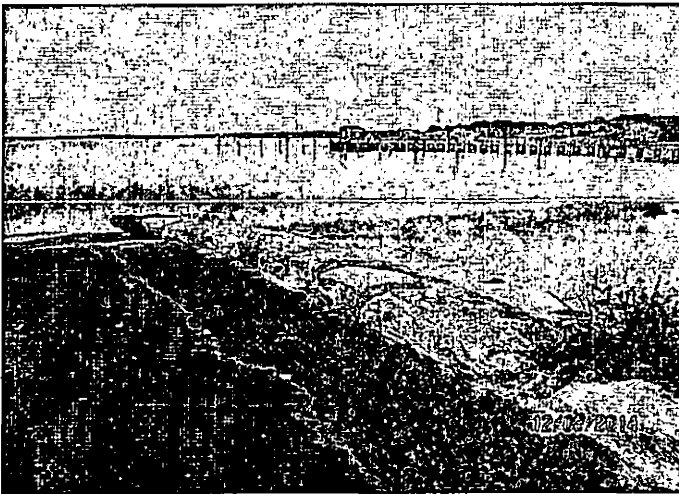
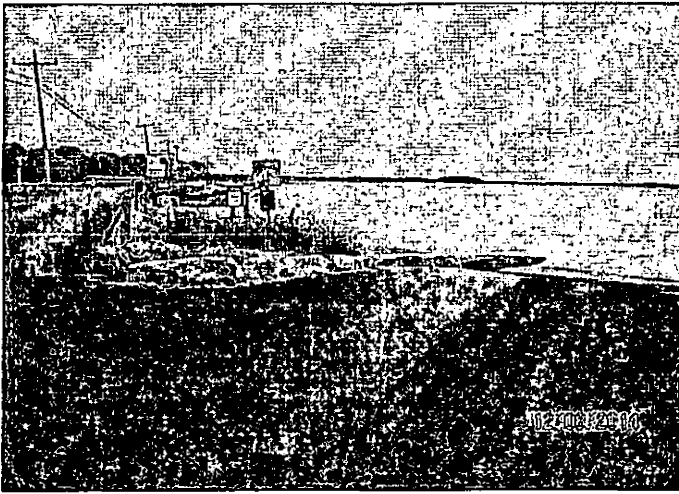
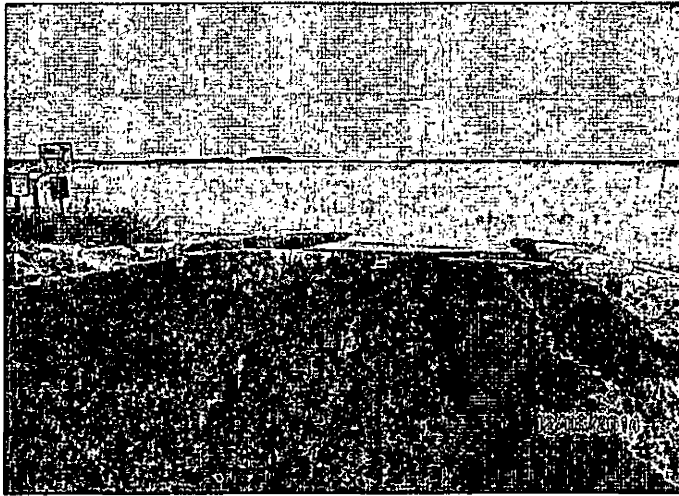
Bourne Town Ramps, December 8, 2014



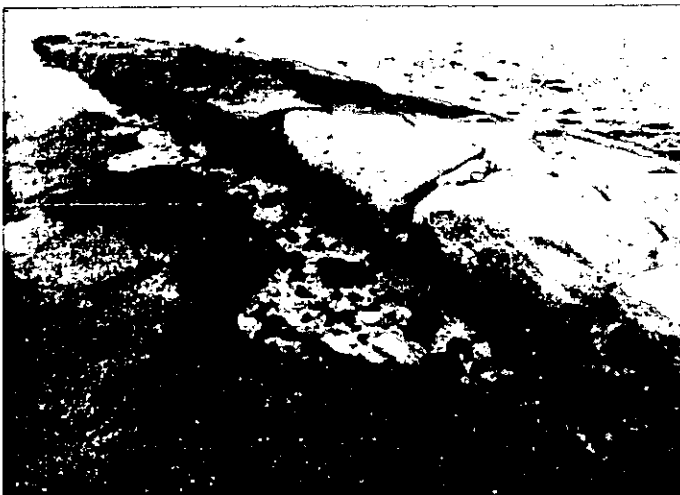
Bourne Town Ramps, December 8, 2014



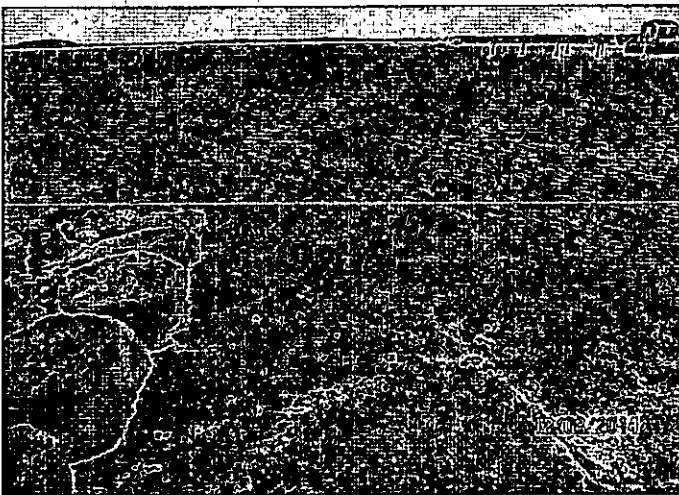
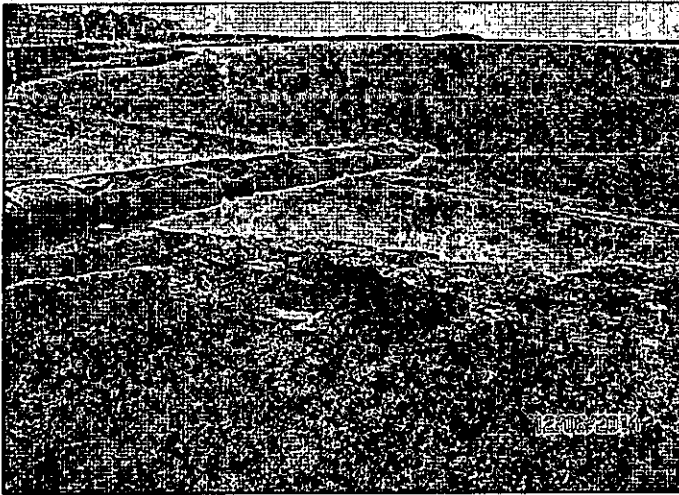
Bourne Town Ramps, December 8, 2014



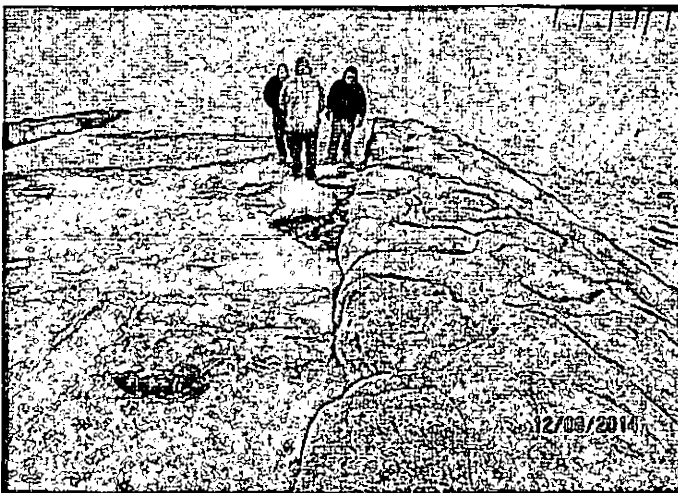
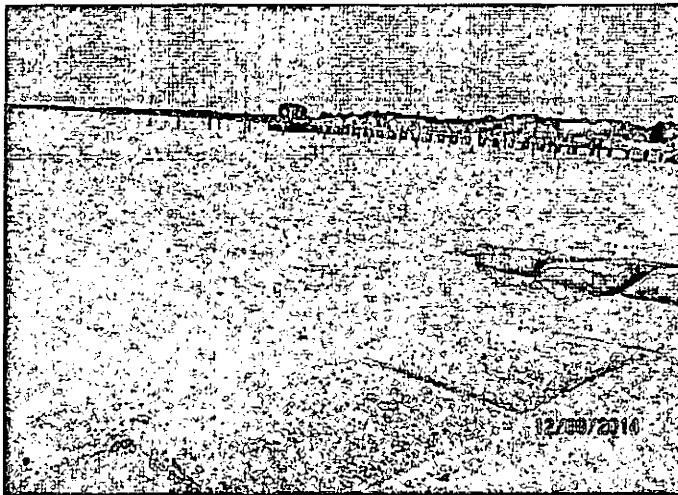
Bourne Town Ramps, December 8, 2014



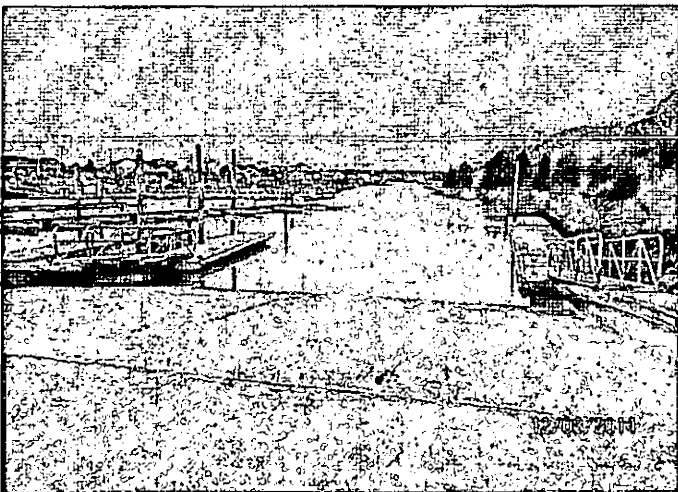
Bourne Town Ramps, December 8, 2014



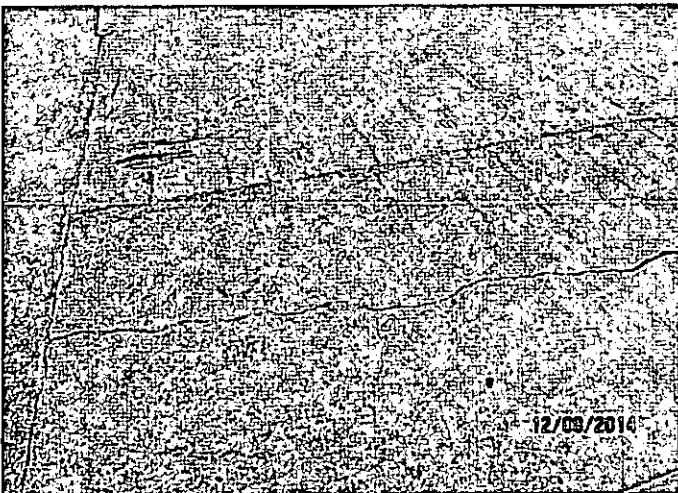
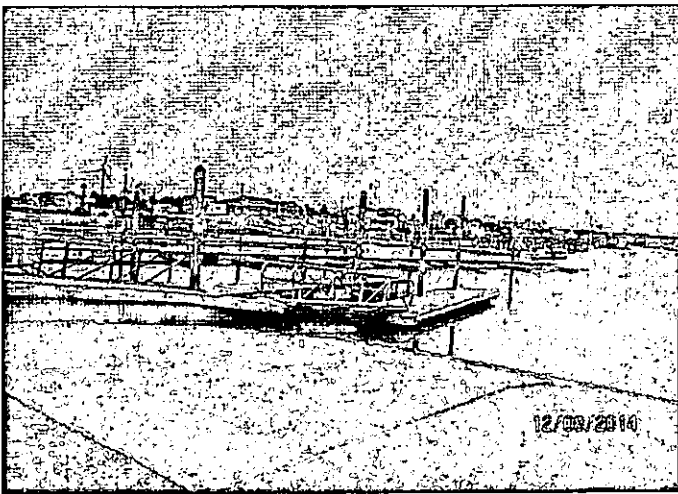
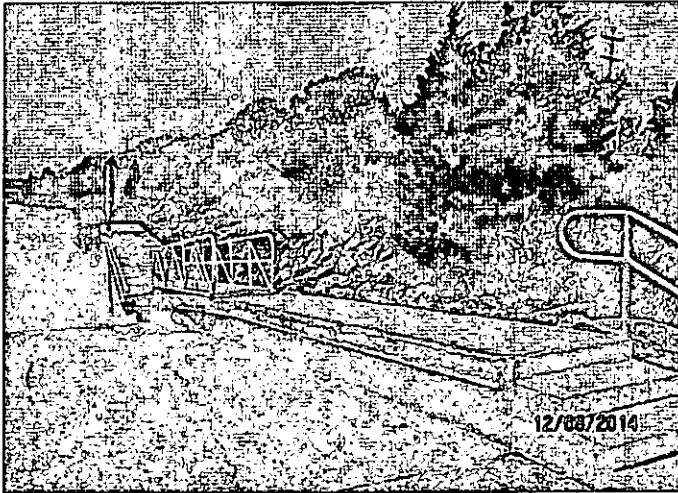
Bourne Town Ramps, December 8, 2014



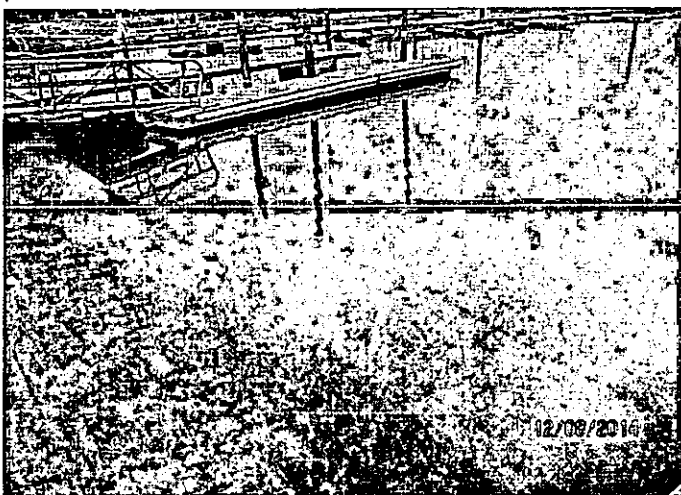
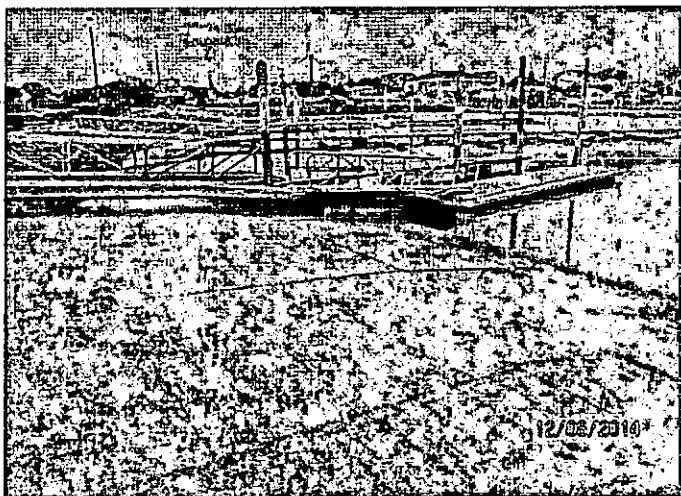
Taylor's Point



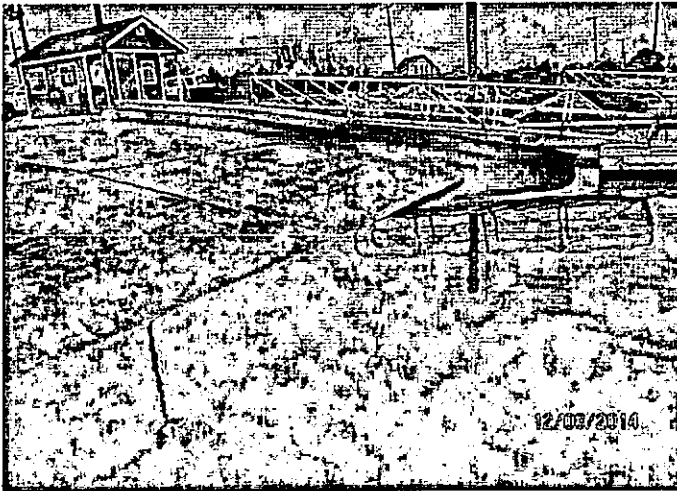
Bourne Town Ramps, December 8, 2014



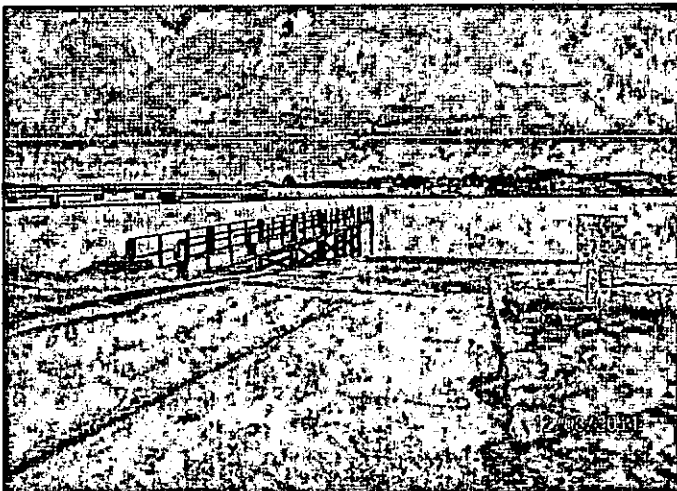
Bourne Town Ramps, December 8, 2014



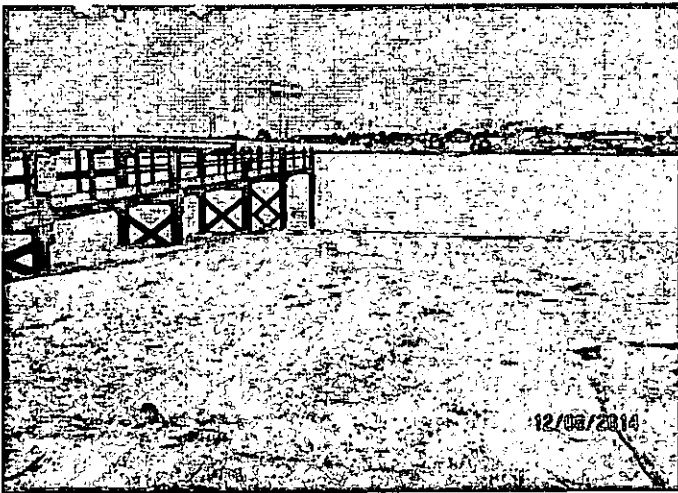
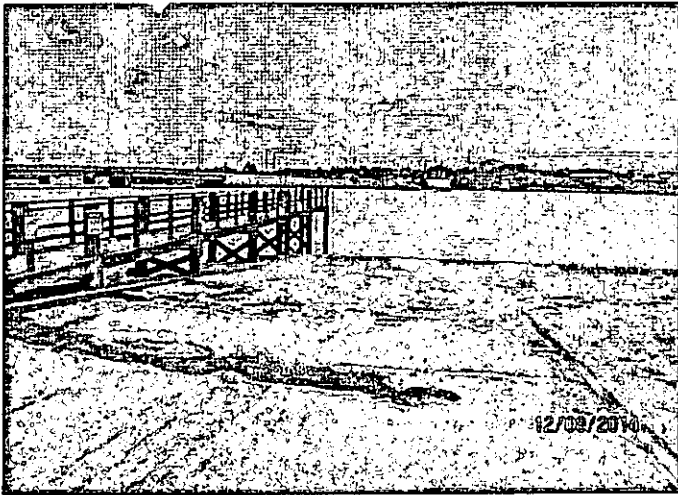
Bourne Town Ramps, December 8, 2014



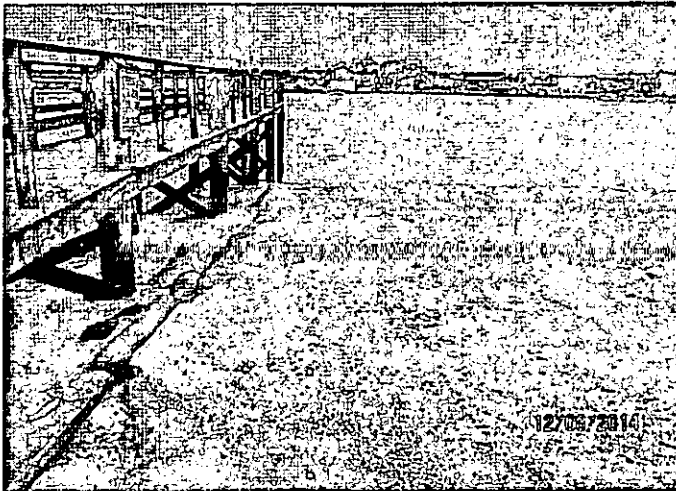
Electric Avenue



Bourne Town Ramps, December 8, 2014



Bourne Town Ramps, December 8, 2014



Bourne Town Ramps, December 8, 2014





Barry H. Johnson
Town Clerk

Town Clerk
24 Perry Avenue
Buzzards Bay, MA 02532
(508) 759-0600 Ext 505



Wendy J. Chapman
Asst. Town Clerk

_____ 2014

Committee Name Shore Harbor Committee

Pursuant to the Town Charter of 2001, the Town By-laws and the Mass. General Laws, the minutes for all meetings should be filed with the Town Clerk's Office. We have enclosed excerpt from the various laws for your reference. If your Board or Committee posted a meeting and the meeting was cancelled, please file with our office a notice to that effect stating that the meeting was not held and no minutes will be filed.

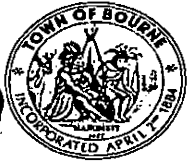
2014 : 3/25, 6/5

Your attention to this matter would be appreciated.

Sincerely,

Wendy J. Chapman
Asst. Town Clerk

email sent to Rich 8/8



Town Clerk
 24 Perry Avenue
 Buzzards Bay, MA 02532
 (508) 759-0600 Ext 505



Barry H. Johnson
 Town Clerk

Wendy J. Chapman
 Asst. Town Clerk

_____ 2014

Tracy Medeiros

Committee Name SWOP

Pursuant to the Town Charter of 2001, the Town By-laws and the Mass. General Laws, the minutes for all meetings should be filed with the Town Clerk's Office. We have enclosed excerpt from the various laws for your reference. If your Board or Committee posted a meeting and the meeting was cancelled, please file with our office a notice to that effect stating that the meeting was not held and no minutes will be filed.

2014: 1/28 3/18, 4/29

RECEIVED
 AUG 13 PM 11 47
 TOWN CLERK'S OFFICE
 BOURNE, MASS

Your attention to this matter would be appreciated.

Sincerely,

Wendy J. Chapman
 Asst. Town Clerk

No meeting on 1/28 - cancelled due to inclement weather - held on Feb. 4, 2014 instead. See minutes enclosed.

W.P. Hughzell
 Tracy Medeiros

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

The board of directors for S.W.O.P. will hold its monthly meeting on Tuesday, January 28, 2014 beginning @ 7:30 PM @ Peebles School Cafeteria.

Agenda:

1. Read minutes of meeting held November 26, 2013...Discuss..accept
2. Discuss December happenings
3. Open discussion on calendar for coming month
3. Open discussion..Valentine's Day with Onsett Computer
4. Next Board meeting: March 25, 2014
(No February meeting due to school vacation)

2014 JAN 23 AM 10 00
TOWN CLERK'S OFFICE
BOURNE, MASS

Sue Cronin, Chairman
Patty Duffy
Andrew Cormier
Kathy Stubstad, Director
Judy Shorrock
Jan Hughgill
Tracy Medeiros, Assistant Director

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

Due to inclement weather, we've had to cancel S.W.O.P. on Jan.7 and Jan.21. The board of directors rescheduled its monthly meeting Tuesday February 4, 2014 beginning @ 7:30 in the Peebles cafeteria.

Those present were: Sue Cronin, chairman, Andrew Cormier, Judy Shorrock, Kathy Stubstad, director and Tracy Medeiros, Assistant director.

The minutes of the meeting held Nov 26th were read and accepted as written.

The Christmas party was a very festive event. We had a great time. Food was delish and once again the Yankee Swap was full of fun and laughs. It even snowed that night!

Team S.W.O.P. had a lots show up for the Jolly Jaunt which was held Dec.8th in Hyannis. Some of us walked and some of ran. The Jolly Jaunt is a 5k run/walk for Special Olympics.

The Valentines party is next week. S.W.O.P will be heading over to Onset Computer where we have a dance party. Some of the people who work there play in a band and they play for us that evening. We will also make ice cream sundaes. Tracy is to call the end of this week to make sure we are all set and they are ready for us. We all got new shirts this evening, so we were asked to wear the new shirts to the party for a group photo.

On February 26th S.W.O.P. got invited to a Celtics game by TD Bank. All participants of S.W.O.P will be going. Sue is looking into transportation for us.

March 16th is the bowling tournament at Alley Kats in Kingston. Kathy is checking on updated physicals. We need a head count ASAP. Tracy is sending out an e-mail to see who will be going.

Next Board meeting : March 18th 2014....Respectively submitted, Tracy Medeiros

Sue Cronin, Chairman

Andrew Cormier

Kathy Stubstad, Director

Judy Shorrock

Tracy Medeiros, Assistant Director

2014 FEB 6 PM 10 49
TOWN CLERK'S OFFICE
BOURNE, MASS

Minutes of Meeting for Feb. 4th

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

Due to inclement weather, we've had to cancel S.W.O.P. on Jan.7 and Jan.21. The board of directors rescheduled its monthly meeting Tuesday February 4, 2014 beginning @ 7:30 in the Peebles cafeteria.

Those present were: Sue Cronin, chairman, Andrew Cormier, Judy Shorrock, Kathy Stubstad, director and Tracy Medeiros, Assistant director.

The minutes of the meeting held Nov 26th were read and accepted as written.

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Next Board meeting : March 18th 2014....Respectively submitted, Tracy Medeiros

Sue Cronin, Chairman

Andrew Cormier

Kathy Stubstad, Director

Judy Shorrock

Tracy Medeiros, Assistant Director

2014 AUG 13 AM 11 17
TOWN CLERK'S OFFICE
BOURNE, MASS

Special Work Opportunities Program

MAR 13 AM 11 36

TOWN CLERK'S OFFICE

ROLDEN, MASS

The board or directors for S.W.O.P will hold a monthly meeting on Tuesday, March 18, 2014 beginning @ 7:30 PM @ Peebles School Cafeteria.

Agenda:

1. Read minutes of meeting held January 21....Discuss.. accept.
2. Discuss February happenings.
3. Open discussion on calendar for coming month.
4. Open discussion...Special Olympics Training.
5. Next board meeting: April 29, 2014

Sue Cronin, Chairman
Patty Duffy
Andrew Cormier
Kathy Stubstad, Director
Judy Shorrock
Jan Hughgill
Tracy Medeiros, Assistant Director

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

The board of directors for S.W.O.P held it's monthly meeting on Tuesday, March 18, 2014 beginning @ 7:30 PM @ Pebbles School Cafeteria.

* The minutes to the meeting held January 21, 2014 were read and discussed and accepted.

* February 11, 2014 was our Valentine's day dance party. Once again Onset Computer invited us back to have the dance party with them. We dance, sang and made ice cream sundaes. Fun times and LOTS of dancing going on that night.

We discussed wearing new S.W.O.P shirts for a group photo, but after more discussion, we thought that most would rather dress up, seeing it was Valentine's Day. We could wear our S.W.O.P shirts at a different time.

* As part of Special Olympics on February 26, 2014 S.W.O.P got invited to attend a Celtics game with TD Bank. Sue hooked us up with transportation on a school bus. Ben the bus driver got us to the game and home safely. When getting to the Garden we met with the TD Bank reps and they took us to meet up with a Celtics rep who took us the "back way" to the court. We got to sit on the court and watch practice, Also got a group photo taken at center court. After the game we got to go back on the court to shoot a basket. A GREAT time was had by all!

* On March 11, 2014 we wrote a thank you note to Ben the bus driver and to the TD Bank reps. Sue gave Ben his thank you notes and Tracy mailed the thank you notes to TD Bank.

* March 16, 2014 was the Special Olympics bowling tournament in Kingston at the Alley Katz bowling alley. 12 S.W.O.P. participants went. All had a great time.

* March 26, 2014 is the Special Olympics coaches meeting. Kathy will be going to this meeting. She will be looking into getting some calendars for a fund raiser that S.W.O.P will be doing. 70% of the proceeds go towards South Sectional Special Olympics.

* For the month of April we will be preparing for Special Olympics are games. We will be using the Bourne High track for practicing our running events, softball throw and shot put events.

April 8, 2014 we will be at the Bourne High Track instead of bowling. Tracy will e-mail all to let them know the schedule change.

* On May 10, 2014 there is a Prom night in Pembroke. Discussion was discussed about having a few members to attend. A notice will be going home soon, with more info and who would like to go. Registration is May 1, 2014.

* Next meeting of the S.W.O.P. board will be held on April 29, 2014 @ Pebbles School Cafeteria. Meeting was adjourned at 8:10 PM.

In attendance at tonight's meeting: Sue Cronin... Chairman, Judy Shorrocks, Andrew Cormier, Patty Duffy, Kathy Stubstad... Director, Tracy Medeiros.. Assistant Director.

Respectfully submitted
Tracy Medeiros
March 18, 2014

2014 AUG 13 PM 11 47
TOWN CLERK'S OFFICE
BOURNE, MASSACHUSETTS

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

The board of directors for S.W.O.P. will hold its monthly meeting
on Tuesday, April 29, 2014 beginning @ 7:30 PM
@ Peebles School Cafeteria.

Agenda:

1. Read minutes of meeting held March ¹⁸~~25~~...Discuss..accept
2. Discuss last month's happenings
3. Open discussion on calendar for coming month
4. Open discussion..Special Olympics Training & dates
5. Next Board meeting: May 27, 2014

Sue Cronin, Chairman
Patty Duffy
Kathy Stubstad, Director
Judy Shorrock
Jan Hughgill
Tracy Medeiros, Assistant Director

2014 APR 24 PM 11 39
TOWN CLERK'S OFFICE
BOURNE, MASS

S.W.O.P Special Work Opportunities Program

The board of directors for S.W.O.P held it's monthly meeting on Tuesday April 29, 2014 beginning @ 7:30 @ Peebles School Cafeteria.

* The minutes to the meeting held on March 18, 2014 were read and discussed and accepted.

* The month of April we practice track and field events at the High School track. We practiced, shot put, softball throw, ^{turf} ~~turf~~ ^{turbo} Javelin, running races, walking races and relay races. On days that it was cold or rainy we practiced what we could in the Peebles gym.

* Special Olympics track and field events will be held May 3, 2014 at Barnstable high School.

^{1/2 hrs.} * On June 5, 2014, S.W.O.P members.. Andrew, Megan, Harry, and Tim are in the last leg of the torch run from the Sagamore INN to T. D. Bank in Buzzards Bay. The torch is to start the State Games Which are held June 6,7,&8, 2014 in Boston.

* We discussed getting new S.W.O.P shirts with the new special Olympics logo on it.

~ S.W.O.P of Bourne with the bridge on the front with the Special Olympic logo on the sleeve.

* Next meeting of the S.W.O.P. board of directors will be held on May 27, 2014 @ Peebles School Cafeteria.

* Meeting was adjointed at 8:00 PM.

In attendance at tonight's meeting : Sue Cronin...Chairman,
Andrew Cormier, Kathy Stubstad...Director, Tracy
Medeiros...Assistant Director.

Respectfully submitted
Tracy Medeiros
April. 29, 2014

2014 AUG 13 AM 11 47
TOWN CLERK'S OFFICE
BOURNE, MASS

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

**The board of directors for S.W.O.P. will hold its monthly meeting
on Tuesday, May 27, 2014 beginning @ 7:30 PM
@ Peebles School Cafeteria.**

Agenda:

1. Read minutes of meeting held April 29, 2014...Discuss..accept
2. Discuss last month's happenings
3. Open discussion on calendar for coming month
4. Open discussion..Special Olympics
5. Discuss and plan end of year gathering @ Consoni Pailion
6. Next Board meeting will be in September for new SWOP year

Sue Cronin, Chairman
Patty Duffy
Andrew Cormier
Kathy Stubstad, Director
Judy Shorrock
Jan Hughgill
Tracy Medeiros, Assistant Director

2014 MAY 22 AM 9 50
TOWN CLERK'S OFFICE
BOURNE, MASS

2014 JUN 16 PM 4 26

TOWN CLERK'S OFFICE
BOURNE, MASS

SWOP....Special Workshop Opportunities Program

Minutes of the meeting held Tuesday, May 27, 2014 in the Peebles School Cafeteria.

The meeting began @ 7:35 with the following present: Andrew Cormier, Kathy Stubstad, Tracy Medeiros, Judy Studley, Susan Cronin and Jan Hughgill

The minutes of the meeting held April 29 were read, discussed, corrected (Turbo javelin as opposed to "Turf Javelin") and then accepted and seconded.

The Special Olympics Area games were held on May third with 11 participants from the SWOP program. Many a medal was won and cherished by each of our athletes.

There will be six SWOP Special Olympians going to the states in Boston on June 6, 7, and 8.

Now that track and field practice has ended, bowling at Ryan's Family Amusements has resumed.

On Thursday, June 5th to mark the official beginning of the summer games, The Torch Run begins in P-town and ends in Bourne, once again our SWOP athletes will run in the torch on the last leg...ending on Main Street, B. Bay at Bank North. Our athletes running will be: Megan and Andrew, accompanied by Tim Stubstad.

Tuesday, June 10th all Calendar Fundraising monies are due back.

June 17 will be our end of year family feast held at The Consoni Pavilion @ Bourne Scenic Park. Sue to make that connection. Again, pot luck, family favorites from 6 – 7:30

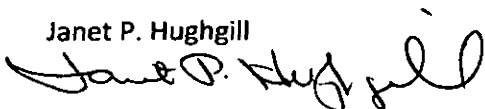
Summer activities of choice by athletes include: June 21st, SWOP night at The Bourne Braves home game, July 4 parade down Main Street accompanied by the Bourne Braves team, August 9 and 10th athletes will participate in the Annual Fishing tournament in Amherst, and on August 22 – 24, Katie Stubstad will represent Mass @ Dream Ride which takes place in Connecticut.

The Consoni Pavilion event marks our last meeting of SWOP and tonight's meeting marks our last Board meeting for this season. All will resume at Peebles on Tuesday, September 16, 2014.

Meeting adjourned @ 8:05 PM

Respectively submitted,

Janet P. Hughgill



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

**The board of directors for S.W.O.P. will hold its monthly meeting
on Tuesday, September 30, 2014 beginning @ 7:30 PM
@ Peebles School Cafeteria.**

Agenda:

1. Read minutes of meeting held last May...Discuss..accept
2. Discuss calendar September thru January as proposed
3. Discuss registration forms, liability release forms..participants
4. Review schedule and plans for the various activities
5. Next Board meeting: October 14, 2014

2014 SEP 25 AM 9 19

TOWN CLERK'S OFFICE
BOURNE, MASS

Sue Cronin, Chairman
Patty Duffy
Andrew Cormier
Kathy Stubstad, Director
Judy Shorrock
Jan Hughgill
Tracy Medeiros, Assistant Director

SWOP Board Meeting Minutes.....September 29, 2014

The board of directors for SWOP held its first meeting for this season on Tuesday, September 29, 2015 in the Peebles School Cafeteria.

Those present were: Tracy Medeiros, Kathy Stubstad, Patty Duffy, Andrew Cormier, and Jan Hughgill
Minutes of the meeting held May 27 were read, discussed and accepted.

The calendar set for September thru January was discussed. Addition to calendar: Cape 4 The Troops Christmas package event will be held in November with SWOP participants in attendance to help pack the boxes for the soldiers. October 14 will be BINGO night and December 9 will be candle centerpieces night.

Andrew and Jan will stop by the Ryan Family Amusement with regards to bowling there this season. As this is a social event, we wish to have just two lanes side by side rather than be spread out over four lanes...safety and supervision being the priority.

It was decided that SWOP will NOT participate in the Jolly Jaunt in Hyannis this December as the event is being taken over by a special running group and NOT a Special Olympics event. Fundraising is not an issue for our participants as we have enough in the fund at this time to cover finances for participation in the coming events.

Registration forms and liability forms will be sent home with participants on Tuesday, October 7.

We do have a new member of our SWOP family, Tom Norton from Pocasset.

Scrapbooks will be going home and worked on with family in the home setting. Scrapbook sharing will take place whenever one wishes to share the new additions.

The meeting was adjourned @ 8:05. Next meeting date will be October 14, Peebles School Cafeteria.

Respectively submitted,

Jan Hughgill
Jan Hughgill, Secretary

Sept. 30, 2014

2014 OCT 1 PM 11 14
TOWN CLERK'S OFFICE
BOURNE, MASS

S.W.O.P

Special Workshop Opportunities Program

The board of directors for S.W.O.P will hold its monthly meeting on Tuesday, October 21, 2014 beginning @ 7:30 @ Peebles School Cafeteria.

Agenda:

- 1. Read and discuss minutes of meeting held September 29, 2014**
- 2. Discuss calendar and events from September**
- 3. Registration forms, liability, release forms..new member...collected
Collate and discuss**
- 4. Review schedule of events and put activities on the calendar for the month**
- 5. Next Board Meeting will be November 25**

Sue Cronin, Chairman

Patty Duffy

Andrew Cormier

Kathy Stubstad, Director

Judy Shorrock

Jan Hughgill

Tracy Medeiros, Assistant Director

2014 OCT 14 PM 10 25
TOWN CLERK'S OFFICE
BOURNE, MASS

SWOP Board Meeting Minutes...October 21, 2014

The board of directors for SWOP held its monthly meeting Tuesday, October 21 at 7:20 in the cafeteria of Peebles School.

Those in attendance: Patty Duffy, Kathy Stubstad, Janet Hughgill, Tracy Medeiros, and Andrew Cormier.

Minutes of the meeting held September 30 were read, discussed and corrected before accepted.

Changes were: the year 2015 to 2014, next meeting October 21, 2014.

September and October scheduled events went off with great success. The Packages for the troops were added to the calendar for November.

Registration/liability forms have been distributed and a reminder via email will be sent home for reminder to complete and send in.

October 28 will be the Halloween festivities at Carol's home in Cataumet. Trick-or-treating around Puffin Circle followed by snacks, jokes, and riddles. A social evening being looked forward to with enthusiasm by the participants.

It was decided that a monthly word search will be added as an activity due to the positive response to the earlier one in September.

Bowling scores will be kept throughout the year with recognition at our final gathering in June. The flyer re: Bowling Buddies posted at Ryan's Family Amusement will be looked into to see if this is something our participants might like to participate in. Copies will be sent home with those who show an interest in participating. Jan will email: rfabby@comcast.net to get the details.

Discussion on new games for sharing: Apples to Apples, Topple, and Quirkle as well as any individual favorite will be shared on game nights. A note to go home seeking donations of Bingo prizes will be distributed to the families.

Bucket Ball is the newest game for upstairs in the gym. Great socialization, individual participation, and physical activity.

11/25 is cranberry relish night along with a take home turkey Bag activity.

Jan will finalize the location and date thru The Pocasset Community Center..contact Donna Burtz.

Kathy will check to see that all Special Olympic Medical Forms are up to date. Those needing to be renewed will be informed. Special Olympics shirts will be designed and ordered thru Lance Lambros.

Next board meeting will be held November 25 @7:30 in Peebles School cafeteria.

Meeting adjourned at 7:55

Respectfully submitted,

Jan Hughgill

October 21, 2014

2014 OCT 31 PM 8 46
TOWN CLERK'S OFFICE
BOURNE, MASS

S.W.O.P

Special Workshop Opportunities Program

**The board of directors for S.W.O.P will hold its monthly meeting on Tuesday,
November 25, 2014 beginning @ 7:30 @ Peebles School Cafeteria.**

Agenda:

- 1. Read and discuss minutes of meeting held October 21, 2014**
- 2. Discuss calendar and events from October**
- 3. Registration forms, liability, release forms...take note of; send reminders**
- 4. Review activities planned and put activities on the calendar for the month**
- 5. Next Board Meeting will be January 20**

Sue Cronin, Chairman

Patty Duffy

Andrew Cormier

Kathy Stubstad, Director

Judy Shorrocks

Jan Hughgill

Tracy Medeiros, Assistant Director

2014 NOV 20 AM 9 51
TOWN CLERK'S OFFICE
BOURNE, MASS

**Town of Bourne
Invitation to Bid**

Sealed bids will be accepted by the Town Administrator for drainage improvements for Sanderling Drive, Whimbrel Drive, and Pintail Circle until Thursday, October 3, 2013 at 10:00 a.m. at which time they will be publicly opened and read aloud. The Town Administrator is the Contracting Authority. The Town reserves the right to reject any bid, in whole or in part, that may be in its best interest to do so.

Specifications may be obtained at the Office of the Town Administrator, 24 Perry Avenue, Buzzards Bay, MA between 9:00 a.m. – 4:00 p.m. M-F. A non-refundable check for \$50 made out to the Town of Bourne, must accompany the pick-up of the bid package. An additional charge of \$25 will be incurred by the bidder if mail delivery via U.S. Postal Service is requested. Bidders must be pre-qualified by the MassDOT – Highway Division and submit MassDOT approval form in order to pick up official bid documents.

2013 SEP 19 AM 10 21
TOWN CLERK'S OFFICE
BOURNE, MASS

Town Administ

Block Grant

LEGAL NOTICE

2014 NOV 12 PM 12 02

TOWN CLERK'S OFFICE
BOURNE, MASS

**REQUEST FOR PROPOSALS
2014 COMMUNITY DEVELOPMENT BLOCK GRANT
GRANT ADMINISTRATION SERVICES
BOURNE, MASSACHUSETTS**

The Town of Bourne requests proposals from qualified consultants to provide grant administration services for a Community Development Fund Grant (CDF) awarded by the Department of Housing and Community Development through its Community Development Block Grant Program.

Complete specifications and proposal requirements are available at the Office of the Town Planner, Monday through Friday, 8:30 a.m. to 4:30 p.m., or by written request to: RFP Consultant Grant Administration, c/o Coreen V. Moore, Town Planner, Town of Bourne, 24 Perry Avenue, Buzzards Bay MA 02532, cmoore@townofbourne.com

Proposals must be received no later than Monday, December 1, 2014 in the manner and format as required in the Request for Proposals.

The Town Administrator shall award the contract under this procurement.

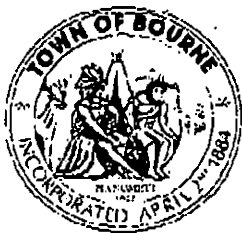
The Town of Bourne expressly reserves the right, in sole discretion of the awarding authority, to reject any and all bids, or to waive any informality in the request for or response to proposals, if deemed in the Town's best interest.

The Town of Bourne is an equal Opportunity Employer. Proposals from Disadvantaged/Woman Business enterprises are strongly encouraged.

Thomas Guerino
Town Administrator

For inclusion in the November 14, 2014 Bourne Enterprise

To Clerk's office 12/13



TRANSPORTATION ADVISORY COMMITTEE

2014 JAN 7 PM 1 46
MEETING NOTICE
TOWN CLERK'S OFFICE
BOURNE, MASS

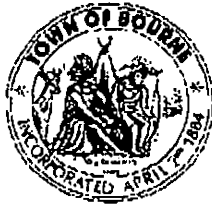


Date	Time	Location
January 9, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on December 12, 2013
3. Chair's report
4. Report, discussion and possible action:
 - a. Planning for follow-up public meeting on Bourne Rotary
 - b. Development of questions and position for public meeting on the proposed extension of commuter rail from the Middleborough/ Lakeville station to Buzzards Bay; develop a study plan
5. Reports/updates from Committee members (for discussion only)
6. Public Comment (no deliberation)
7. Identify future agenda items and set next meeting date
8. Adjourn


 Sallie K. Riggs
 Committee Clerk



Town of Bourne

To Clerk's office 1/23 3:50

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2014 JAN 23 PM 4 13
TOWN CLERK'S OFFICE
BOURNE, MASS

**Transportation Advisory Committee
Minutes of the Meeting
January 9, 2014, 3:30 pm
Bourne Community Center**

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, Clerk Sallie Riggs, John Carroll, Cindy Parola, George Sala, Dennie Woodside. Glenn Cannon and Lev Malakhoff, Cape Cod Commission; Guests: Cape Cod RTA Administrator Tom Cahir; Kathleen Donovan; C. Ryan Barber, *Cape Cod Times*, Michael Rausch, *Bourne Enterprise*.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:30 pm.

Minutes: Wes asked for corrections or amendments to the Minutes of the December 12, 2013 meeting. There being none, it was MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Bourne Rotary planning: The follow-up public forum to discuss the draft report's recommendations was set for Wednesday, January 29 with the 30th as a snow date. The meeting will be at the Upper Cape Cod Regional Technical School and begin at 7 pm. Glen briefly reviewed a proposed PowerPoint presentation for the meeting. A discussion followed as to its contents.

Proposed extension of commuter rail: Wes introduced Tom Cahir and led a series of questions and answers about the proposed extension of commuter rail from the current end point at the Middleborough/Lakeville station to Buzzards Bay. Tom made clear the distinction between the CapeFLYER and the MBTA. He noted that Wareham is ahead of Bourne in inviting the service extension and if the train comes to Wareham then Bourne will be assessed anyway. He believes the extension would prove to have a "tremendous economic benefit." He suggests proceeding now because all the decision makers at the state level are "aware and supportive" of the idea. The public forum planned for January 16th should test community support for the idea. Sallie reported that the Bourne Financial Development Corporation and the Main Street Steering Committee had already written letters of support, and she knows the Chamber has been actively supporting the idea for some time.

Wes asked if there was any public comment. Kathleen Donovan said that she "thinks it is great, that people would like it."

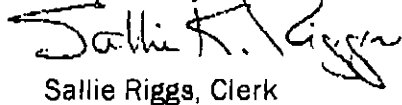
Wes then told Tom that the Transportation Advisory Committee wants to be involved in the discussions about a third bridge. Tom noted that three public meetings will be held in the spring. State officials are selecting an engineering firm now – "the third bridge is a 'real proposal'."

Reports/Updates from committee members: Dennis reported that he attended a MA DOT meeting on Monday for a discussion of Belmont Circle.

Sallie reported that Dennis and George had been before the Selectmen recently and got their authorization to move forward on making Adams Street one-way, as had been discussed before.

Adjourn: The next meeting, the follow-up public forum on the Bourne Rotary, will be Wednesday, January 29. The meeting adjourned about 4:50 pm.

Respectfully submitted:



Sallie Riggs, Clerk

Future Agenda Items:

- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Local roads
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

Johnson, Barry

From: Atty. Robert W. Parady [Bobplawyer@verizon.net]
Sent: Wednesday, January 29, 2014 10:36 AM
To: Johnson, Barry
Subject: FW: tonight's forum

From: Sallie Riggs [<mailto:sriggs@bfdconline.org>]
Sent: Wednesday, January 29, 2014 10:31
To: Daniel L. Doucette; Robert Parady; George Sala; Marie Oliva; Wesley Ewell; sriggs; Michael A. Blanton; Thomas M. Guerino; Coreen Moore; Cindy Parola; John Carroll; Dennis Woodside; Jon Nelson
Cc: 'Cahir, Tom'; 'Glenn Cannon'; 'Lev Malakhoff'; 'Souza, Margie'
Subject: tonight's forum

The Bourne Rotary Forum scheduled for this evening at UCT has been cancelled. There is no snow date or other plan, at this time, to reschedule.

The next Transportation Advisory Committee meeting is scheduled for Thursday, February 6 at 3:30 pm.

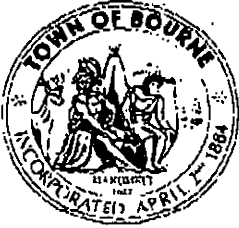
Thank you.

Sallie K. Riggs, Secretary/Clerk
Bourne Transportation Advisory Committee
ph: 508 457-5305 cell: 508 314-4801

2014 JAN 29 AM 10 39
TOWN CLERK'S OFFICE
BOURNE, MASS

Notice: This e-mail is *not* confidential. E-mail sent and e-mail received by a public official is in most instances considered to be a "public record" by the Secretary of the Commonwealth in accordance with MGL c. 66 s. 10. As such, it must be preserved by that official, and may be subject to public disclosure.

To Clerk's office 2/4 8:50 am



TRANSPORTATION ADVISORY COMMITTEE MEETING NOTICE



Date	Time	Location
February 6, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

2014 FEB 4 AM 8 54
TOWN CLERK'S OFFICE
BOURNE, MASS

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on January 9, 2014
3. Chair's report
4. Report, discussion and possible action:
 - a. Discussion and possible action for follow-up public meeting on Bourne Rotary
 - b. Discussion and possible action on final draft of Bourne Rotary report
 - c. Discussion of possible Town actions on topics surrounding the proposed extension of commuter rail from the Middleborough/ Lakeville station to Buzzards Bay; develop a study plan
5. Reports/updates from Committee members (for discussion only)
6. Public Comment (no deliberation)
7. Identify future agenda items and set next meeting date
8. Adjourn

Sallie K. Riggs
Sallie K. Riggs
Committee Clerk



Town of Bourne

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FEB 24 PM 9 41
 TOWN CLERK'S OFFICE
 BOURNE, MASS

**Transportation Advisory Committee
 Minutes of the Meeting
 February 6, 2014, 3:30 pm
 Bourne Community Center**

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, Clerk Sallie Riggs, John Carnell, Dan Doucette, Cindy Parola, George Sala, Dennis Woodside; Jon Nelson, Peter Meier. Public: Kathleen Donovan, Al Chamillard, Lt. James Plath, Station Commander, State Police; Michael Rausch, *Bourne Enterprise*, Paul Gately.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:33 pm.

Minutes: Wes asked for corrections or amendments to the Minutes of the January 9, 2014 meeting. There being none, it was MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Chair's Report: The public forum on the Bourne Rotary was postponed because it had not been posted. Discussion of rescheduling was deferred to the agenda item.

Wes called on Cmdr. James Plath from the State Police barracks at the Bourne Bridge. Cmdr. Plath reported that he has been in touch with MA DOT and they have told him that they will put in a sidewalk next spring for pedestrians and bicyclists.

Bourne Rotary forum: After a brief discussion it was MOVED, SECONDED and VOTED unanimously to postpone indefinitely a public hearing and to inform the Cape Cod Commission staff and to request the final draft of their report for our review.

Commuter rail extension: Wes suggested that the Committee should not take a position on the extension of commuter rail into Buzzards Bay until a number of questions were answered. After a brief discussion there was consensus on this point.

Wes then posed a number of questions which he thinks should be addressed:

1. What will be the cost of the MBTA assessment if commuter rail is extended to either Wareham or Buzzards Bay?
2. How much parking will be needed at the station, and who will pay for, develop, and own the parking facilities?
3. What is the best way to control commuter parking on local streets and private business lots?
4. How will increased traffic affect levels of service on Main Street and the bypass?
5. Will commuter trains adversely affect access to Taylor's Point and the MMA?
6. What economic impact can be expected by Main Street businesses?
7. What types and scale of new development might occur because of commuter rail service, and how long will it take for such development to materialize?
8. How much new tax revenue might the town expect from new development?

9. Will the town need to expand or institute new services and infrastructure to serve the additional development?

Jon Nelson added two others:

10. How would the commuter rail impact property values in Bourne, specifically Buzzards Bay?

11. How would the commuter rail impact property taxes and assessments in Bourne?

The question of the Town votes to join the MBTA was raised - a schedule of the necessary votes needs to be confirmed.

Another point was made: it would be helpful to know which of the above questions the state would be answering in the regular course of extending the service.

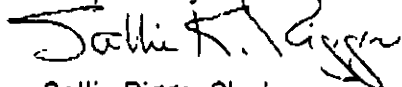
The discussion concluded with the need to meet again to continue the discussion.

Reports/Updates from committee members: Dennis reported that he and George Sala are working with the state on the permits necessary to place the required signs.

Public Comment: Al Chamillard stated that he had concerns about the noise and safety of trucks looping behind the State Police Barracks in a reconfigured Bourne Rotary. Wes stated that the Committee has not supported any specific concept and are aware of the concerns about that particular concept.

Adjourn: The next meeting was set for February 27 beginning at 3:30 pm. The meeting adjourned about 4:50 pm.

Respectfully submitted:

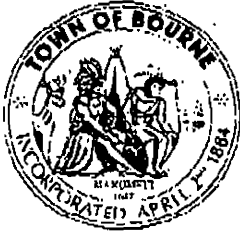


Sallie Riggs, Clerk

Future Agenda Items:

- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Local roads
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

To Clerk's office 2/24 1:20 pm



TRANSPORTATION ADVISORY COMMITTEE MEETING NOTICE



Date	Time	Location
February 27, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on February 6, 2014
3. Chair's report
4. Report, discussion and possible action:
 - a. Discussion and possible action on final draft of Bourne Rotary report
 - b. Discussion of possible Town actions on topics surrounding the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay; develop a study plan
5. Reports/updates from Committee members (for discussion only)
6. Public Comment (no deliberation)
7. Identify future agenda items and set next meeting date
8. Adjourn

2014 FEB 24 PM 1 50
TOWN CLERK'S OFFICE
BOURNE, MASS

Sallie K. Riggs
Sallie K. Riggs
Committee Clerk



Town of Bourne

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2014 MAR 19 AM 9 02

Transportation Advisory Committee
Minutes of the Meeting
February 27, 2014, 3:30 pm
Bourne Community Center

TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, Clerk Sallie Riggs, Dan Doucette, Cindy Parola; Jon Nelon. Public: Michael Rauach, *Bourne Enterprise*,

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:37 pm.

Minutes: Wes asked for corrections or amendments to the Minutes of the February 6, 2014 meeting. It was suggested to add: *concerning Adams Street*, at the beginning of "Reports/ Updates from committee members. It was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as amended.

Chair's Report: The Chair did not have a report.

Bourne Rotary planning: In a discussion led by Glenn Cannon, the next steps in the Bourne Rotary plan were considered. Glenn said that MA Dept. of Transportation (MA DOT) has indicated that the near-term recommendations, with the exception of curb cuts, will be incorporated in the re-paving project for Rt. 28. MA DOT is also working with the State Police to put a multi-use path from the Bridge sidewalk to Veterans Way. The Town may have to take the initiative on the curb cuts.

There was discussion about whether MA DOT is planning to put a sign on Route 25 South before the bridge showing people the rotary and their choices. There was consensus to raise the question with MA DOT reps at the next Joint Transportation Committee.

After a brief discussion it was MOVED, SECONDED and VOTED unanimously to accept and endorse the February 2014 version of the report on Bourne Rotary planning prepared by Cape Cod Commission staff.

Commuter rail extension: Wes referred to the questions identified at the last meeting concerning the extension of commuter rail to Buzzards Bay with the question: how does the Committee get answers to these questions? After a brief discussion there was consensus that the Committee should request the Selectmen to request technical assistance from the Cape Cod Commission. If agreed, the Commission would develop a scope of work and work with the Committee to identify responses to the questions.

It was also agreed that the Committee needs to be clear on the timing of the critical votes: Town Meeting and Town Election.

Reports/Updates from committee members: Sallie Riggs asked that Committee send her ideas for agenda items in advance of posting the agenda for each meeting. She also noted that earlier discussions included focusing on local roads. Bob Parady volunteered to provide the background on local roads at the next meeting.

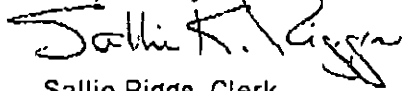
Cindy Parola announced that, according to the head of the Canal Region Chamber, planning for a third bridge is going forward, that the state is developing a study plan.

A question about the Committee's role prompted a review of the charge to the Committee and a request that it be sent to every committee member.

Public Comment: There was no public comment.

Adjourn: The next meeting was set for March 20 beginning at 3:30 pm. The meeting adjourned about 4:25 pm.

Respectfully submitted:

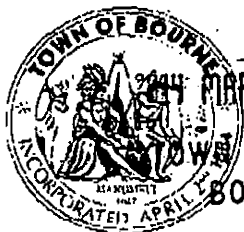


Sallie Riggs, Clerk

Future Agenda Items:

- Local roads
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

To Clerk's office 3/18/2014 7:37 AM



TRANSPORTATION ADVISORY COMMITTEE
CLERK'S OFFICE
BOURNE, MASS
MEETING NOTICE



Date	Time	Location
March 20, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on February 27, 2014
3. Chair's report
4. Reports from Joint Transportation Committee (JTC) and Metropolitan Planning Organization (MPO)
5. Local roads
6. Report, discussion and possible action on topics surrounding the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay; develop a study plan
7. Reports/updates from Committee members (for discussion only)
8. Public Comment (no deliberation)
9. Identify future agenda items and set next meeting date
10. Adjourn

Sallie K. Riggs
Sallie K. Riggs
Committee Clerk



Town of Bourne

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6 . PM 2 35
CLERK'S OFFICE
URNE, MASS

**Transportation Advisory Committee
Minutes of the Meeting
March 20, 2014, 3:30 pm
Bourne Community Center**

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, Clerk Sallie Riggs, John Carroll, Dan Doucette; Glenn Cannon, Cape Cod Commission; Public: Kathleen Donovan, Michael Rausch, *Bourne Enterprise*,

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:31 pm.

Minutes: Wes asked for corrections or amendments to the Minutes of the February 27, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Chair's Report: Wes reported that he had joined George Sala at the recent meeting of the Joint Transportation Committee and had spoken with Pam Hazner from MA Dept. of Transportation (MA DOT). They discussed the Bourne Rotary report. Pam promised to look into the problem with the curbs in front of the IHOP. She was less positive about having a sign on Route 25 before the bridge but Wes said he proposed a way to put one up without having to erect a new sign framework and foundation.

Report from Metropolitan Planning Organization: Sallie Riggs reported that at the recent MPO meeting it became clear that the state is serious about studying the possibility of a third bridge and that it is highly likely that the Belmont Circle planning will be deferred to that study. The state is planning to have a transportation engineering firm under contract in April.

Bourne roads: Bob Parady gave an historical overview of town roads and private roads. The Town used to accept private roads as public but around 1980 road takings were stopped. A letter is now included in a subdivision developer's packet stating that Associations were responsible for collecting funds to cover maintenance for 15-20 out. He concluded by indicating that he had no recommendations. He noted that Chapter 90 funds are based on the number of miles of public roads and asked if the Committee ought to get involved in further discussion on the subject of road takings. After a brief discussion it was agreed that the subject would remain on the Committee's agenda. George Sala is preparing a presentation on the topic of Bourne roads and the next meeting will be set according to his schedule.

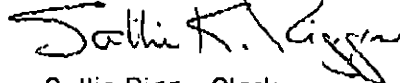
Chair's Report continued: Wes reported that he will be making a presentation to the Board of Selectmen on April 1 and at that time he will request that the Selectmen request

technical assistance from the Cape Cod Commission on the questions surrounding the potential extension of commuter rail to Buzzards Bay.

Public Comment: Glenn Campbell reported that, concerning the prospect of making Adams Street one way, the state would like to see traffic counts and other work done to prove the capacity of the lighted intersection at Ben Abbey Road and Sandwich Road.

Adjourn: The next meeting will be set based on George Sala's schedule. The meeting adjourned about 4:20 pm.

Respectfully submitted:


Sallie Riggs, Clerk

Future Agenda Items:

- Local roads
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats



Town of Bourne

AMENDED DRAFT

2014 MAY 6 PM 4 49



TOWN CLERK'S OFFICE

Transportation Advisory Committee BOURNE, MASS
Minutes of the Meeting
March 20, 2014, 3:30 pm
Bourne Community Center

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, Clerk Sallie Riggs, John Carroll, Dan Doucette; Glenn Cannon, Cape Cod Commission; Public: Kathleen Donovan, Michael Rausch, *Bourne Enterprise*.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:31 pm.

Minutes: Wes asked for corrections or amendments to the Minutes of the February 27, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Chair's Report: Wes reported that he had joined George Sala at the recent meeting of the Joint Transportation Committee and had spoken with Pam Hazner from MA Dept. of Transportation (MA DOT). They discussed the Bourne Rotary report. Pam promised to look into the problem with the curbs in front of the IHOP. She was less positive about having a sign on Route 25 before the bridge but Wes said he proposed a way to put one up without having to erect a new sign framework and foundation.

Report from Metropolitan Planning Organization: Sallie Riggs reported that at the recent MPO meeting it became clear that the state is serious about studying the possibility of a third bridge and that it is highly likely that the Belmont Circle planning will be deferred to that study. The state is planning to have a transportation engineering firm under contract in April.

Bourne Roads: Bob Parady gave an historical overview of town roads and private roads. The Town used to annually accept several private roads as public, but around 1980 road takings were stopped due to Proposition 2-1/2 concerns. A memo was included in the planning board's subdivision regulations asking developers to create Homeowner's Associations which would be responsible for collecting funds to cover road maintenance and resurfacing for 15-20 years out. He concluded by indicating that he had no recommendations. He just wanted the Committee to have the knowledge as to why no roads have been taken for over 30 years. He noted that Chapter 90 funds are based on the number of miles of public roads and asked if the Committee ought to get involved in further discussion on the subject of road takings. After a brief discussion it was agreed that the subject would remain on the Committee's agenda. George Sala is preparing a presentation on the topic of Bourne roads and the next meeting will be set according to his schedule.

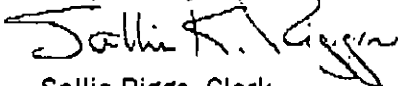
Chair's Report continued: Wes reported that he will be making a presentation to the Board of Selectmen on April 1 and at that time he will request that the Selectmen request

technical assistance from the Cape Cod Commission on the questions surrounding the potential extension of commuter rail to Buzzards Bay.

Public Comment: Glenn Campbell reported that, concerning the prospect of making Adams Street one way, the state would like to see traffic counts and other work done to prove the capacity of the lighted intersection at Ben Abbey Road and Sandwich Road.

Adjourn: The next meeting will be set based on George Sala's schedule. The meeting adjourned about 4:20 pm.

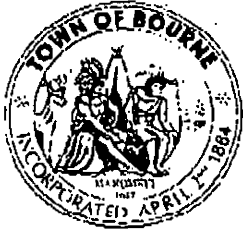
Respectfully submitted:


Sallie Riggs, Clerk

Future Agenda Items:

- Local roads
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

To Clerk's office 5/6/2014 11 am



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



Date	Time	Location
May 8, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on March 20, 2014
3. Chair's report
4. Reports from Joint Transportation Committee (JTC) and Metropolitan Planning Organization (MPO)
5. Bourne roads – maintenance and funding
6. Update on activities concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay
7. Reports/updates from Committee members (for discussion only)
8. Public Comment (no deliberation)
9. Identify future agenda items and set next meeting date
10. Adjourn

2014 MAY 6 AM 11 16
TOWN CLERK'S OFFICE
BOURNE, MASS


Sallie K. Riggs
Committee Clerk



Town of Bourne

2014 JUN 3 AM 10 40

TOWN CLERK'S OFFICE
BOURNE, MASS



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**Transportation Advisory Committee
Minutes of the Meeting
May 8, 2014, 3:30 pm Bourne
Community Center**

Attending: Vice Chair Robert Parady, Clerk Sallie Riggs, John Carroll, Cindy Parola, George Sala; Jon Nelson, Town of Bourne; Conrad Leger, The Beta Group; Public: Kathleen Donovan, Marie Oliva.

Call meeting to order: Vice Chair Bob Parady called the meeting to order at 3:35 pm.

Minutes: Bob asked for corrections or amendments to the Minutes of the March 20, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Reports from JTC and MPO: Sallie Riggs reported that at the recent JTC meeting it was clearly stated that the state's Belmont Circle planning project is being put on hold pending the greater Canal area traffic study, including the feasibility of a third bridge.

Bourne Roads: George Sala and Jon Nelson called on Conrad Leger from the Beta Group to summarize the Beta report on the condition of Bourne roads. 98.18 miles of the roads in Bourne are Town roads; 109.9 miles are private roads. There are also 51 miles of state roadways. There is a backlog of road repairs that in 2012 dollars would cost \$12.8 million to complete.

George is planning to develop a five-year plan of repairs to take to the Capital Outlay Committee. The best role the Transportation Advisory Committee can play is to support the DPW request when it goes to the Capital Outlay Committee.

There was also a discussion of private roads. George would support accepting more private roads IF they are in good condition. He suggested re-constituting a road-taking working group. Residents living on private roads now have little motivation for keeping their roads in good repair - they get Town trash pick-up, most get Town plowing. George stated that we "have to change the way we do business. . ." concerning private roads. This committee can also play a role by assisting in the development of private road policies.

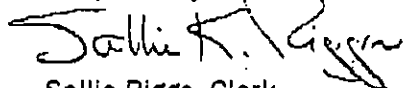
At the conclusion of the discussion it was agreed that a continuing agenda items would be Bourne roads and that George and Jon would bring items to the group as needed.

Commuter Rail: On April 1, Committee Chair Wesley Ewell appeared before the Board of Selectmen and requested that they seek technical assistance from the Cape Cod Commission to research the questions developed by this Committee. The Board voted unanimously to do so.

Updates from the Committee: George reported that there was a meeting on Adams Street last week and that the Cape Cod Commission is assisting with a traffic study. Also, the railroad crossing work on Academy Drive is underway.

Adjourn: The next meeting was set for June 5. The meeting adjourned about 4:48 pm.

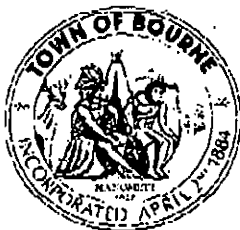
Respectfully submitted:


Sallie Riggs, Clerk

Future Agenda Items:

- Local roads
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

To Clerk's office 5/30/2014 10 am



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



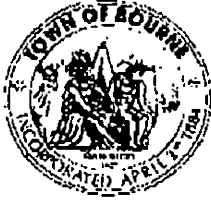
Date	Time	Location
June 5, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on May 8, 2014
3. Chair's report
4. Reports from Joint Transportation Committee (JTC) and Metropolitan Planning Organization (MPO)
5. Dept. of Public Works updates
6. Update on activities concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay
7. Reports/updates from Committee members (for discussion only)
8. Public Comment (no deliberation)
9. Identify future agenda items and set next meeting date
10. Adjourn

Sallie K. Riggs
 Sallie K. Riggs
 Committee Clerk

2014 MAY 30 AM 9 55
 TOWN CLERK'S OFFICE
 BOURNE, MASS



Town of Bourne

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TOWN CLERK'S OFFICE
BOURNE, MASS



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**Transportation Advisory Committee
Minutes of the Meeting
June 5, 2014, 3:30 pm
Bourne Community Center**

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, Clerk Sallie Riggs, John Carroll, Dan Doucette, George Sala, Dennis Woodside; Rep. David Vieira, Glenn Cannon, Patrick Tierney, Cape Cod Commission; Michael Rausch, *Bourne Enterprise*.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:33 pm. He proposed moving agenda item #6 (commuter rail discussion) to the beginning of the meeting. It was so MOVED, SECONDED and VOTED unanimously.

Commuter Rail: State Rep. David Vieira reported that the Transportation Bond Bill signed by the Governor at the end of April includes \$75,000 for studying the Buzzards Bay station and determining what needs to be done to bring it into compliance. He had a meeting this week with Rep. Strauss, chair of the Joint Committee on Transportation, who suggested going to MA DOT to get additional funds for some of the needed analysis and information gathering. The bill includes \$177 million for commuter rail "from Boston to Cape Cod."

Sallie Riggs inserted that the Cape Cod Commission has put some money into the FY15 UPWP (Unified Planning Work Program) for studying these same questions.

Glenn Cannon continued by noting that he plans to begin working on the questions identified by the Committee in August. He would welcome the opportunity to work with the state.

Sallie noted that there is a time consideration for the process: a Bourne Town Meeting, probably a Special Town Meeting, must vote to request that Bourne be included in the MBTA district, followed by a local election with the same question. She suggested that it would be good to have answers to the Committee's questions by late December so that the time between then and the Special Town Meeting can be used for outreach to the voters.

A discussion about parking followed, raising questions that will be researched during the UPWP and state study processes.

At the conclusion of the discussion, the next steps were identified:

- a) Glenn will get the UPWP scope to David
- b) David will set up a meeting to include, from the Town, the Town Administrator, Glenn, Sallie, Marie Oliva, and Tom Cahir.

Minutes: Wes asked for corrections or amendments to the Minutes of the May 8, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED with 2 ~~abstentions to accept the Minutes as circulated.~~

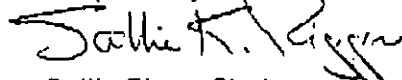
Reports from JTC and MPO: Sallie noted that she would have reported that the funding for technical assistance on the commuter rail questions is included in the FY15 UPWP, but that had already been discussed.

Dept of Public Works updates: George reported that the Town has signed a contract, using Chapter 90 funds, with The Beta Group to upgrade the road program. He and Dennis also reported that the traffic changes proposed for Adams Street are advancing well. They probably will go into effect in the fall. George noted especially the help that Glenn and his staff from the Commission have provided

Updates from the Committee/Public Comment: There were none.

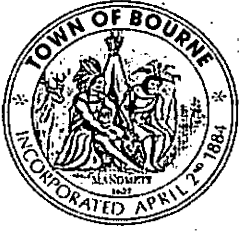
Adjourn: The next meeting will be set after the meeting mentioned above that Rep. Vieira will arrange. The meeting adjourned about 4:32 pm.

Respectfully submitted:


Sallie Riggs, Clerk

Future Agenda Items:

- Local roads
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



<u>Date</u>	<u>Time</u>	<u>Location</u>
September 25, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on June 5, 2014
3. Committee organization and officers
4. Discussion and planning concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay, including such topics as schedule of Commission technical assistance, Town actions, other planning
Glenn Cannon, Patrick Tierney – Cape Cod Commission
5. Dept. of Public Works updates
6. Other updates: Belmont Circle, Bourne Bridge Rotary, MacArthur Blvd repaving, private roads, Adams Street
7. Reports/updates from Committee members (for discussion only)
8. Public Comment (no deliberation)
9. Identify future agenda items and set next meeting date
10. Adjourn

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BOURNE, MASS



Town of Bourne



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 BOURNE, MASS

**Transportation Advisory Committee
 Minutes of the Meeting
 September 25, 2014, 3:30 pm
 Bourne Community Center**

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, John Carroll, Dan Doucette, Cindy Parola, George Sala, Dennis Woodside; Selectmen Peter Meier and Steve Mealy; Glenn Cannon, Cape Cod Commission; Adm. Rick Gurnon, MA Maritime Academy; Sallie Riggs; Michael Rausch, *Bourne Enterprise*.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:37 pm. He requested Sallie Riggs to take the Minutes. She agreed as long as it is understood that she is not currently a member of the Committee.

Minutes: Wes asked for corrections or amendments to the Minutes of the June 5, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Committee organization: Wes noted that this is the first meeting after re-appointments and that normally officers would be voted. However, he asked that anyone interested in serving in an officer role send him an e-mail and the Committee's organization would be on the agenda for the next meeting.

Commuter Rail: Wes invited Glenn Cannon to discuss progress on the questions developed for the voters concerning commuter rail. Glenn reported that the Commission's planning is "in limbo." He has learned that the state is planning to do a study and he doesn't feel that overlapping studies using state funds is appropriate. However, he has been unable to talk with anybody at the state level to find out what their study will cover. He did hear that the state doesn't plan to have its work done until June 2015.

Wes expressed concern that that timing would not fit with what the Committee has proposed. Selectmen Meier also noted that the Town is planning a Special Town Meeting in February and an election in May and the answers to the questions are critical in responding to voters' questions.

Discussion followed about how to coordinate the Commission and state planning processes and how to expedite the state work. It was then MOVED, SECONDED and VOTED unanimously to ask the Cape Cod Commission and the Selectmen to contact State Representative David Vieira and the MA Dept. of Transportation (MA DOT) to expedite the process to get answers when the Town needs them.

Dept of Public Works updates: George Sala said he would yield to the next agenda item.

Updates:

1- Belmont Circle: Glenn reported that MA DOT has reduced the scope of the study to only bicycle and pedestrian traffic because of the Canal Region study. He also noted that the Canal Region study has no start and end dates.

2- Bourne Bridge Rotary: MA DOT will implement some of the report's recommendations with the repaving of Route 28; the rest will wait until the Canal Region study begins

3- MacArthur Blvd.: Bid opening is scheduled for November with a spring start time.

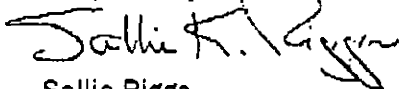
4- Private roads: George pointed out that there is no private roads committee to discuss this topic

5- Adams Street: George and Dennis reported that the Commission had done an excellent job of providing the data that MA DOT asked for. They noted that the "ball is now in the state's court."

Updates from the Committee/Public Comment: There were none.

Adjourn: The next meeting was set for October 16. Cindy will invite someone from Wareham to brief the Committee on what Wareham is doing concerning commuter rail. The meeting adjourned about 4:50 pm.

Respectfully submitted:

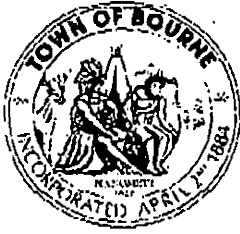


Sallie Riggs

Future Agenda Items:

- Local roads
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

To Clerk's office 10/9/14 10:30 am



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



Date	Time	Location
October 16, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street, Buzzards Bay

NOTE: Any item specifically listed on this agenda may be subject to a vote.

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on September 25, 2014
3. Committee organization and officers
4. Briefing on status of commuter rail in Wareham: Salvatore Pina, Community and Economic Development Director
5. Discussion and planning concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay, including such topics as schedule of Commission technical assistance, Town actions, other planning
Glenn Cannon, Patrick Tierney – Cape Cod Commission
6. Dept. of Public Works updates
7. Other updates: Belmont Circle, Bourne Bridge Rotary, MacArthur Blvd repaving, private roads, Adame Street
8. Reports/updates from Committee members (for discussion only)
9. Public Comment (no deliberation)
10. Identify future agenda items and set next meeting date
11. Adjourn

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TOWN CLERK'S OFFICE

BOURNE, MASS
TOWN OF Bourne

TRANSPORTATION ADVISORY COMMITTEE

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**Transportation Advisory Committee
Minutes of the Meeting
October 16, 2014, 3:30 pm Bourne Community Center**

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, John Carroll, Dan Doucette, Cindy Parola, Sallie Riggs, George Sala, Dennis Woodside; Selectmen Peter Meier; Town Administrator Tom Guerino; Facilities Manager Jon Nelson; Glenn Cannon, Patrick Tierney, Cape Cod Commission; Sal Pina, Wareham; Michael Rausch, *Bourne Enterprise*, Paul Gately, *Bourne Courier*.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:30 pm.

Minutes: Wes asked for corrections or amendments to the Minutes of the September 25, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Committee organization: Wes noted that he had received letters of interest from Bob Parady to serve again as Vice Chair and from Sallie Riggs to again serve as Clerk. Sallie nominated Wes to continue as Committee Chair. It was then MOVED, SECONDED and VOTED unanimously for the Committee to have the same officers as last year.

Briefing on Commuter Rail in Wareham: Wes invited Salvador Pina, Director of Wareham's Community and Economic Development Authority, to talk about Wareham's actions toward bringing commuter rail to town. He reported that the Wareham leadership has been interested in the topic for many years and, particularly, has been discussing where a stop in Wareham should be. They are now centering their thinking on West Wareham, which is near Interstate 195. Sal suggested that the two Town's should work together on bringing commuter rail beyond Lakeville/Middleboro. He suggested that the two Town Administrators might start a dialogue and that the two Boards of Selectmen should ask for reports from their Administrators on progress on the topic.

Commuter Rail: Glenn Cannon circulated both the scope of work for the Commission, as approved by the Metropolitan Planning Organization, and that of the MA Dept. of Transportation (MA DOT) Office of Transportation Planning. He noted that the two agencies' scopes of work have somewhat different focuses, and that much of the Commission's planning is dependent upon have ridership numbers, which are not currently available. There appears to be a clear direction for the Commission planning, but the timing of the state

planning is going to be slower.

There was a discussion about whether Bourne residents will change their habits and take a commuter train to Boston, given that the new bus service seems not to be thriving. Tom Guerino noted that the service is growing in popularity and that some tweaks to the system are necessary. He also pointed out that as Main Street develops, there will be more reasons for people to take the bus.

Glenn continued that the Commission's work could be complete by December if MA DOT is willing to share their ridership data. If not, the Commission will do its own study.

Dept of Public Works updates: George Sala reported that his department will be updating the Road Management Program and revise the Capital Plan by February 1. They also need to resurvey in order to set priorities.

Updates from Committee members:

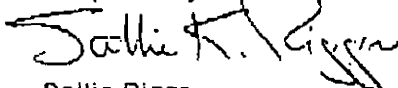
Dan Doucette remarked that a good job has been done converting the streetlights to LED. He asked if the conversion will extend to parking lots. The answer was yes.

Sallie reported that she has been invited to serve on the Working Group for the Canal Area Study. She'll bring reports back to this Committee on a regular basis.

Public Comment: There were none.

Adjourn: The next meeting was set for November 20. The meeting adjourned about 4:48 pm.

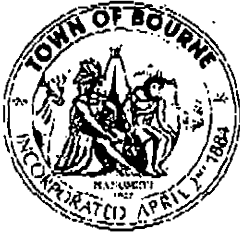
Respectfully submitted:


Sallie Riggs

Future Agenda Items:

- Local roads and road taking policy
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

To Clark's office 10/13/14 10:30 am



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



Date	Time	Location
November 20, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

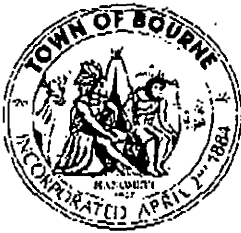
NOTE: Any Item specifically listed on this agenda may be subject to a vote.

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on October 16, 2014
3. Discussion and planning concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay, including such topics as schedule of Commission technical assistance and of MA DOT planning, Town actions, other planning
Glenn Cannon, Patrick Tierney – Cape Cod Commission
4. Discussion of third bridge
 - a. Wes Ewell: meeting with Army Corps of Engineers
 - b. Sallie Riggs: meeting of Working Group for the Cape Cod Canal Transportation Study
5. Dept. of Public Works updates
6. Other updates: Belmont Circle, Bourne Bridge Rotary, MacArthur Blvd repaving, private roads, Adams Street
7. Reports/updates from Committee members (for discussion only)
8. Public Comment (no deliberation)
9. Identify future agenda items and set next meeting date
10. Adjourn

TOWN CLERK'S OFFICE
BOURNE, MASS
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To Clark's office 11/14/14 1:45 pm



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



Date	Time	Location
November 20, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

NOTE: Any Item specifically listed on this agenda may be subject to a vote.

AMENDED

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on October 16, 2014
3. Discussion and planning concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay, including such topics as schedule of Commission technical assistance and of MA DOT planning, Town actions, other planning
Glenn Cannon, Patrick Tierney – Cape Cod Commission
4. Discussion of third bridge
 - a. Wes Ewell: meeting with Army Corps of Engineers
 - b. Sallie Riggs: meeting of Working Group for the Cape Cod Canal Transportation Study
5. Discussion of CCRTA proposed platform
6. Dept. of Public Works updates
7. Other updates: Belmont Circle, Bourne Bridge Rotary, MacArthur Blvd repaving, private roads, Adams Street
8. Reports/updates from Committee members (for discussion only)
9. Public Comment (no deliberation)
10. Identify future agenda items and set next meeting date
11. Adjourn

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BOURNE, MASS



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Town of Bourne

TOWN CLERK'S OFFICE
BOURNE, MASS
TRANSPORTATION ADVISORY COMMITTEE

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**Transportation Advisory Committee
Minutes of the Meeting
November 20, 2014, 3:30 pm Bourne Community Center**

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, John Carroll, Dan Doucette, Cindy Parola, Sallie Riggs, George Sala, Dennis Woodside; Selectmen Peter Meier and Steve Mealy; Facilities Manager Jon Nelson; Glenn Cannon, Patrick Tierney, Cape Cod Commission; Michael Rausch, *Bourne Enterprise*.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:30 pm.

Minutes: Wes asked for corrections or amendments to the Minutes of the October 16, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Commuter Rail: Glenn Cannon reported that the Commission is "moving full steam ahead" on the scope of work included in this year's United Planning Work Program. He had a meeting with the Central Transportation Planning (CTP) staff and they all determined that the two planning processes can advance side-by-side. He said that they were warned by the CTP staff that:

1- if the Town goes ahead and votes to join the MBTA before the state is ready to extend commuter rail to Buzzards Bay, the Town might be assessed without receiving service. After a brief discussion, Selectmen Meier and Mealy agreed to bring to the Board of Selectmen a letter requesting assurance from the Commonwealth that the Town would not be assessed until the service is in place.

2- a process for getting out of the MBTA region is not in the law.

Glenn also reported that the Town's assessment would be \$128,000 each year, which would be reduced by the \$48,000 the Town now pays to the Cape Cod Regional Transit Authority (CCRTA), making the net impact on the Town \$80,000.

Glenn said that he is ready to bring some options for parking to the next meeting and he wants to bring in a consultant who specializes in economic impacts for the economic analysis. The fees are included in the scope of work.

The discussion turned to the CCRTA's announcement about planning a new train stop on the other side of the Canal, under the Bourne Bridge. Committee members were advised that there is a public hearing on December 1 from 7 to 8:30 pm in the Community Center. And CCRTA Administrator Tom Cahir will be at the Selectmen's meeting on Tuesday, December 2

to discuss the same topic. Members of the Committee were invited to attend. John Carroll encouraged Committee members to visit the site before those discussions.

Third bridge: Wes reported that he had met with Larry Davis, Army Corps of Engineers to gain his opinions on the idea of a third bridge. Larry believes that a third bridge in between the two existing bridges would reduce traffic on the existing bridges and therefore they would last longer. He also told Wes that the Army Corps has an authorization for an evaluation of the bridges but the funds are not expected to be appropriated until 2017.

Sallie reported that she had attended the first meeting of the Working Group for the Cape Cod Canal Transportation Study. There were a large number of people there including several from the Army Corps and Joint Base Cape Cod along with politicians, town managers and selectmen, the head of the CCRTA, at least one Cape Cod Commissioner. Mostly the meeting was procedural - laying out the planning time line. During the discussion one of the Army Corps representatives stated that the Corps is beginning to consider the future of the bridges and that the lawyers in Washington DC are asking for documentation that the Army Corps owns the bridges. (Bob Parady gave the Committee members the legal argument for why the bridges are, indeed, the Army Corps' responsibility.) The Working Group is expected to meet again in January or February.

Glenn pointed out that there are two studies running concurrently:

- 1) The Governor requested an exploration of where a public/private partnership might work and the study group decided to explore the idea of a third bridge with tolls. That study is now relying on MA Dept. of Transportation (MA DOT) for data.
- 2) The MA DOT Canal Area study, of which the Working Group is part.

Dept of Public Works updates: George Sala reported that the updating of the five-year plan is continuing well. He will be prepared to make a presentation in January.

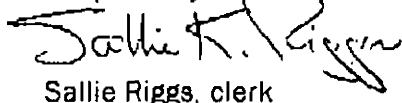
The Adams Street one-way configuration is proceeding well. Their meetings with MA DOT have been positive.

Updates from Committee members: There were no other reports from Committee members.

Public Comment: There were none.

Adjourn: The next two meetings were set for December 4 and 18. The meeting adjourned about 4:56 pm.

Respectfully submitted:

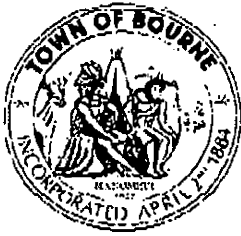

Sallie Riggs, clerk

Future Agenda Items:

- Local roads and road taking policy
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats



To Clerk's office 11/26/14 10:30 am



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



Date	Time	Location
December 4, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

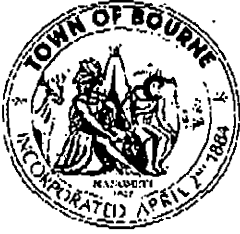
NOTE: Any Item specifically listed on this agenda may be subject to a vote.

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on November 20, 2014
3. Discussion and planning concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay, including such topics as schedule of Commission technical assistance and of MA DOT planning, Town actions, other planning
Glenn Cannon, Patrick Tierney – Cape Cod Commission
4. Discussion of new CapeFLYER proposed platform hearing – committee members' reactions
5. Dept. of Public Works updates
6. Other updates: Belmont Circle, Bourne Bridge Rotary, MacArthur Blvd repaving, private roads, Adams Street
7. Reports/updates from Committee members (for discussion only, no deliberation)
8. Public Comment (for discussion only, no deliberation)
9. Identify future agenda items. and set next meeting date
10. Confirm next meeting: December 18. Adjourn.

2014 NOV 26 AM 10 27
TOWN CLERK'S OFFICE
BOURNE, MASS

To Clerk's office 11/26/14 1:46 pm



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



Date	Time	Location
December 4, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

NOTE: Any Item specifically listed on this agenda may be subject to a vote.

AMENDED

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on November 20, 2014
3. Discussion and planning concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay, including such topics as schedule of Commission technical assistance and of MA DOT planning. Town actions, other planning
Glenn Cannon, Patrick Tierney – Cape Cod Commission
4. Discussion of new CapeFLYER proposed platform hearing – committee members' reactions
5. Discussion of new passenger vehicle bridge over the Canal
6. Dept. of Public Works updates
7. Other updates: Belmont Circle, Bourne Bridge Rotary, MacArthur Blvd repaving, private roads, Adams Street
8. Reports/updates from Committee members (for discussion only, no deliberation)
9. Public Comment (for discussion only, no deliberation)
10. Identify future agenda items. and set next meeting date
11. Confirm next meeting: December 18. Adjourn.

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TOWN CLERK'S OFFICE
BOURNE, MASS





Town of Bourne TRANSPORTATION ADVISORY COMMITTEE

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Transportation Advisory Committee
Minutes of the Meeting
December 4, 2014, 3:30 pm Bourne Community Center

2014 DEC 5 AM 10 44
TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, Clerk Sallie Riggs, Dan Doucette, Cindy Parola, Dennis Woodside; Selectmen Steve Mealy and Don Ellis; Glenn Cannon, Patrick Tierney, Cape Cod Commission; Michael Rausch, *Bourne Enterprise*, Paul Gately, *Bourne Courier*; Lisa Plante, Jim Mulvey, Marie Oliva, one other member of the public.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:30 pm.

Minutes: Wes asked for corrections or amendments to the Minutes of the November 20, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Commuter Rail: Glenn Cannon reported that he and his team had made progress in several areas.

1- He has ascertained what the MBTA assessment will be and distributed a spread sheet (filed as an attachment to these Minutes) showing data for Bourne, Wareham, Falmouth and Sandwich. For Bourne the assessment, based on population and other factors, would be \$128,751. The increase to the Town would be \$81,956 which equals the \$128K minus a credit for the amount the Town currently pays to the CC Regional Transit Authority, \$46,829. Glen also reported that he had sent the information to Falmouth and Sandwich so that they will not be surprised if the information is reported in the press.

Selectman Mealy reported that the letter to the state concerning when assessments would begin has been taken care of.

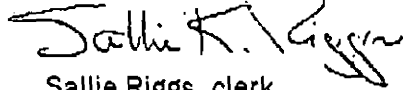
2- Glenn then turned to parking, first distributing a report on MBTA stops and parking lots showing the number of spaces varying from 6 to 2,589. The report also shows average availability - as much as 79 percent in several lots. Glenn stated that the information in the state's 2007 study is over-enthusiastic and that Buzzards Bay is unique and makes projections of parking needs difficult.

Glenn then circulated copies (filed as an attachment to these Minutes) of parking alternatives including both surface and structured, with the platform in its current location and moved to the west, and with some potential road reconfigurations. Committee members then shared their concerns or support for the alternatives or components of them. No consensus seemed to emerge, although there were several expressions of interest in moving the platform and incorporating the area that is now the West End rotary into a parking structure/mixed use building.

Discussion of CapeFLYER proposed platform: Wes then asked committee members to share their opinions of the public hearing earlier in the week on a state plan to create a platform, sidings, signal system, and increased parking under the Bourne Bridge on the south side of the Canal. There appeared to be consensus that the proposal has not met with favor for a number of reasons.

Adjourn: Wes then asked the Committee to postpone discussion of the other agenda items until the next meeting, set for December 18. The meeting adjourned about 4:46 pm.

Respectfully submitted:

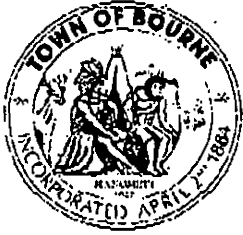

Sallie Riggs, clerk

Attachments: Assessment spreadsheet, potential parking analysis

Future Agenda Items:

- Local roads and road taking policy
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

To Clerk's office 12/12/14 11:40 am



TRANSPORTATION ADVISORY COMMITTEE

MEETING NOTICE



Date	Time	Location
December 18, 2014	3:30- 5:00 pm	Bourne Veterans' Memorial Community Center 239 Main Street Buzzards Bay

NOTE: All Items on this agenda are subject to deliberation and vote(s) by members of the Transportation Advisory Committee.

PROPOSED AGENDA

1. Call meeting to order
2. Approve Minutes of meeting on December 4, 2014
3. Discussion and planning concerning the proposed extension of commuter rail from the Middleborough/Lakeville station to Buzzards Bay, including information from consultants on the eleven questions developed earlier
Glenn Cannon, Patrick Tierney – Cape Cod Commission
4. Planning for public outreach on commuter rail vote at Town Meeting
5. Dept. of Public Works updates and possible discussion: Adams Street, other
6. Other updates and possible discussion: potential third bridge, CapeFLYER platform proposal, Belmont Circle, Bourne Bridge Rotary, MacArthur Blvd repaving, private roads,
7. Reports/updates from Committee members (for information only, no deliberation)
8. Public Comment (for information only, no deliberation)
9. Identify future agenda items. and set next meeting date
10. Adjourn.

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TOWN CLERK'S OFFICE
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Town of Bourne



TRANSPORTATION ADVISORY COMMITTEE

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Transportation Advisory Committee

Minutes of the Meeting

December 18, 2014, 3:30 pm Bourne Community Center

Attending: Chair Wesley Ewell, Vice Chair Robert Parady, Clerk Sallie Riggs, John Carroll, Cindy Parola, George Sala, Dennis Woodside; Selectmen Peter Meier and Don Ellis; Glenn Cannon, Patriok Tierney, Sharon Rooney, Cape Cod Commission; Michael Rausch, *Bourne Enterprise*, Paul Gately, *Bourne Courier*.

Call meeting to order: Chair Wes Ewell called the meeting to order at 3:30 pm. He indicated that he would make some adjustments to the proposed agenda to give some of the Commission representatives time to arrive from other meetings.

Minutes: Wes asked for corrections or amendments to the Minutes of the December 4, 2014 meeting. There being none, it was then MOVED, SECONDED and VOTED unanimously to accept the Minutes as circulated.

Public outreach: Sallie noted that she had asked for this item on the agenda because she wanted a discussion of how to disseminate the information being gathered about commuter rail to the public before the January 26 Town Meeting. She suggested a series of public meetings and a flyer that counters "myths" with "facts." A lengthy discussion followed with several committee members indicating that it wasn't up to this Committee to take on the task of outreach unless the Selectmen request such. There was consensus to brief the Board of Selectmen on as many of the 11 questions as possible at its meeting on January 13. The discussion included the belief that there is so much public confusion about what the CCRTA proposed platform south of the bridge means that a Town meeting vote to join the MBTA could well fail. It also included the possibility of postponing the Town Meeting Article, until a later Town Meeting, and an outline of the required votes (Town Meeting and a Town election) and the timeframe in which they were to take place. Wes concluded the discussion by asking to postpone any additional discussion until the next Transportation Advisory Committee.

Commuter Rail: Glenn Cannon and his team continued the discussion of commuter rail and the research his team is doing by circulating a handout (a copy is on file with the original of these Minutes):

- 1) His study and discussions with the state are projecting a weekday ridership of about 800. With some of those people being dropped off, walking to the station or arriving by bus, he is projecting a need for parking for about 560 vehicles.
- 2) Most of those vehicles will arrive between 7 and 8 am and depart between 4 and 5 pm.

- 3) Sharon Rooney presented an existing conditions analysis of the area proposed for parking. She noted that the current platform and Transportation building now used by the Chamber of Commerce are in the flood zone and are about eight feet below the required sill elevation.
- 4) She then discussed two concepts for parking using the Memorial Circle area. One called for relocating the intersection of Academy and Main Street and one left Academy Drive as is. Memorial Circle's elevation is about 28 feet; the requirement is 16 feet. Both alternatives include removing Memorial Circle and reconfiguring the roads connecting the Cohasset Narrows Bridge and the rest of the Village.
- 5) She also showed pictures of what modern parking structures look like, as opposed to the plain gray concrete slabs that many people imagine.

As Sharon concluded, Wes indicated that he would never endorse a concept that included a round-a-bout. There was little additional discussion of the Commission team's report.

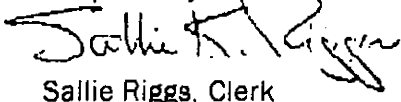
Updates from Committee members: Sallie reported that she had attended recent meetings of the Cape Cod Joint Transportation Committee and the Cape Cod Metropolitan Planning Organization (MPO). She had a few items from those meetings:

- a) The Commission staff has begun the process of updating the federally required Regional Transportation Plan. The process includes outreach during January-April 2015 with a target for the updated plan to be endorsed in June 2015.
- b) There will be a new representative to the MPO from the upper cape region beginning in January 2015. He is Patrick Ellis and he has already begun to attend meetings.
- c) MA DOT plans to open bids on the McArthur Blvd. project this winter. The work will include a multi-use path in front of the state police station.
- d) MA DOT anticipates soon receiving a consultant's report on some short-term changes for Belmont Circle. The changes will focus on bicycle and pedestrian use of the area.
- e) She noted that every committee member is supposed to sign an acknowledgment of receiving a summary of the Conflict of Interest Law for Municipal Employees. The deadline is January 16, 2014.

John Carroll noted that the transfer facility is closing and the use of the tracks should be studied.

Adjourn: The next meeting was set for January 8 with the single agenda item of commuter rail. The meeting adjourned about 4:46 pm.

Respectfully submitted:


Sallie Riggs, Clerk

Future Agenda Items:

- Local roads and road taking policy
- Commuter rail to Buzzards Bay
- MA DOT consultants and a report on Belmont Circle planning
- Bicycle and pedestrian concerns
- Canal fishing and charter boats

Upper Cape Cod Regional Technical School

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TOWN CLERK'S OFFICE
ROBERT A. DUFFY
Superintendent
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REGIONAL SCHOOL COMMITTEE MEETING THURSDAY – JANUARY 9, 2014

REGULAR SCHOOL COMMITTEE MEETING 6:15 P.M. – MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Reorganization – Vice-Chair Position (VOTE)
3. Student Advisory Representative
4. Student Spotlight
5. Public Participation
6. Approval of Minutes of the November 14, 2013 Regular Meeting (VOTE)
7. Communications
8. Report of Committees
9. Treasurer's Report
10. Superintendent's Report
11. Principal's Report
12. Old Business
13. New Business
 - A. FY13 Audit Presentation (VOTE)
 - B. Superintendent Evaluation – Mid-Cycle Review
 - C. Sub-Committee Assignments
 - D. Approval of Fall Program Advisory Minutes (VOTE)
 - E. Policy – Final Approval (VOTE)
 1. IHB – Special Instructional Programs and Accommodations
 2. IJNDC-R – Website Guidelines and Procedures for Approval
 3. Social Media

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."



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TOWN CLERK'S OFFICE

BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY - JANUARY 9, 2014

REGULAR SCHOOL COMMITTEE MEETING

6:15 P.M. - MULTI-PURPOSE ROOM

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 - B. FY15 LPN Tuition Rates
 - C. Superintendent Evaluation - Mid-Cycle Review
 - D. Sub-Committee Assignments
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UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
JANUARY 9, 2014 MEETING HELD AT THE SCHOOL

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook; Michael Degan; Lisa Dumont, Kent Pearce, Robert Dutch; Roger Forget; 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: Marissa Teahan, a senior from Bourne in Environmental Technology, updated the committee on the winter sports teams. She stated that the girls' varsity basketball team is currently 7-0, while the junior varsity girls are 5-1. The boys' varsity team is 4-4 and the junior varsity team is 4-2. Students are preparing for the upcoming SkillsUSA and Future Farmers of America competitions, seniors are beginning to receive college acceptance letters and the National Honor Society will be sending out its acceptance letters shortly. Finally, Marissa reported that there are currently sixty students out on cooperative work placements.

STUDENT SPOTLIGHT: Dakota Burgess, a senior from Falmouth in the Automotive program, talked to the committee about his work study placement at Major's RV in Bourne. That work study placement eventually turned into a paid cooperative work study placement and helped Dakota gain the skills and knowledge necessary to receive a fourth place medal in diesel mechanics at the state SkillsUSA competition. Dakota will be attending the University of Northwestern Ohio in the fall and will participate in their diesel program. Dakota was joined by his Automotive Technology teacher, David Aguiar, who spoke to the committee about some of the many technological advances that are happening in the automotive industry.

REORGANIZATION:

Mr. Fichtenmayer called for nominations for the position of Vice-Chairperson to the School Committee for the current term. Ms. Crook made a motion, seconded by Mr. Chalke, to nominate Ms. Dumont as Vice-Chairperson. Ms. Dumont was re-elected as Vice-Chairperson to the Upper Cape Cod Regional Vocational-Technical School District Committee by unanimous vote. Motion passed unanimously.

PUBLIC PARTICIPATION: None.

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TOWN CLERK'S OFFICE
BOURNE, MASS

APPROVAL OF MINUTES: A motion was made by Ms. Crook, seconded by Mr. Chalke, for approval of the minutes of the November 14, 2013 regular meeting. Motion passed.

COMMUNICATIONS: Mr. Dutch summarized a report from Ms. Crook which outlined the content of the sessions she attended at the Massachusetts Association of School Committees annual conference held in November. He also read a letter from a Bourne resident expressing his appreciation for the outstanding work and the professional manner in which he was treated by the students and staff of both the Automotive Collision Repair and the Automotive Technology shops. Finally, the Superintendent read a notification that he received from the Massachusetts School Building Authority indicating that the Fiscal Year 2014 Statement of Interest filing period will open on January 10, 2014. Mr. Dutch informed the committee that he will express the district's interest in the event that it is decided to move forward with an appropriate project.

REPORT OF COMMITTEES: Ms. Crook, Chair of the Policy Sub-Committee, requested that a meeting of the sub-committee be scheduled. Mr. Chalke reported that the Budget Sub-Committee met on December 16th to discuss FY15 LPN tuition and the FY15 draft budget. The next meeting of the Budget Sub-Committee is scheduled for January 27th at 4:30 p.m.

TREASURER'S REPORT: Mr. Chalke summarized warrants #18, 20, 22, 24, 26, and 28 highlighting some of the larger expenditures including health insurance, busing, utilities, the greenhouse, and HVAC costs associated with the newly-built practical nursing building. The Treasurer also discussed student activities warrants #4, 5, and 6.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He shared several articles that have appeared in the newspapers regarding the fact that some of the district superintendents are prohibiting UCT counselors from speaking to their middle school students about the option of a technical education as the counselors have done in the past. Mr. Dutch emphasized that his concern isn't about enrollment, but rather it is about the school's responsibility to educate students regarding the option of a vocational education and the choices they have. Mr. Chalke made a motion, seconded by Mr. Degan, that the committee publicly support and applaud the Superintendent's efforts regarding access to middle school students in our member towns. Motion passed unanimously. At this point in the meeting, the Superintendent presented a mid-cycle progress report. He outlined some of the initiatives that have been undertaken in order to meet the goals that have been established in the areas of infrastructure, technology, community relations/communication, and fiscal and human resources matters. Mr. Dutch also

distributed a comparison of the iPad and Chromebook, stating that he has been researching tablets to determine if the iPad is the most beneficial one for our students.

PRINCIPAL'S REPORT: Mr. Forget updated the committee on a number of school activities stating that the PTO will be meeting later in the month. On January 15th, teachers will have a half in-service day and will attend a presentation given by a motivational speaker. Also on that date, the football and cheerleading banquet will take place in the evening. January 17th is an in-service day in the towns of Bourne, Marion and Wareham. Thus, we will be offering tours to interested eighth graders that weren't able to attend the open house in December. The Principal shared a concern that has been expressed by one of the School Council members regarding the overhead doors in many of the shop areas that compromise the school's security when left open. Solutions to this challenge that have been implemented at other technical schools are currently being researched and recommendations will be forthcoming. Mr. Forget stated that the School Council met earlier in the week and the discussion centered on recruitment. District middle school principals and guidance counselors will be invited to visit Upper Cape Tech in the spring.

NEW BUSINESS:

FY13 Audit Presentation – Allan Smith, CPA, thanked the School Committee and staff for their support during the audit process. He explained the process stating that he provided an unmodified opinion on the financial statements and found no material weaknesses in the internal controls. Compliance tests were conducted on grants and financial aid monies. Mr. Smith discussed in detail the recommendations contained in the management letter. The recommendations related to the following:

- Amendment to the Individuals with Disabilities Education Act – It is recommended that the District review the amended Part B of the Individuals with Disabilities Act to ensure that the District fully complies with the amended provisions.
- Authorized check signatory – It is recommended that the District remove the Controller's authority to disburse funds from the Fund's depository accounts.
- Reconciliation of cafeteria cash receipts – It is recommended that an individual other than the Payroll Clerk obtain a copy of the monthly cash receipts from the Lunch Time Point of Service system and ensure that it reconciles to the amounts actually deposited to the bank and posted to the general ledger.
- Adult education collection policy and practice – It is recommended that the District develop a formal payment and collection policy for adult education trainings and strictly adhere to it.
- Timely special education student evaluations – It is recommended that the District consider the development of an alternate relationship with a psychologist to support the timely provision of evaluation services, if needed.

Ms. Crook made a motion, seconded by Mr. Chalke, to accept the draft FY13 audit report as presented. Motion passed unanimously.

FY15 LPN Tuition Rates – Mr. Degan made a motion, seconded by Mr. Chalke, to follow the recommendation of the Budget Sub-Committee and increase the FY15 LPN tuition rate from \$9,000.00 to \$9,750.00 for in-district students and from \$10,750.00 to \$11,000.00 for out-of-district students. Motion passed unanimously.

Superintendent Evaluation – Mid-Cycle Review – Mr. Dutch displayed a progress report on his goals that are on the evaluation website (www.bdutch.org). Committee members should provide comments and questions relative to the progress report to Evaluation Sub-Committee Chair, Mary Crook, no later than January 23rd. Mr. Dutch will provide a response to those questions or comments at the February School Committee meeting.

Sub-Committee Assignments – The following sub-committees were appointed:

- Negotiations – Lisa Dumont, Robert Fichtenmayer, Mark Mancini
- Policy Book – Mary Crook (Chair), Elizabeth Magauran, Kent Pearce
- Budget – Steven Chalke (Chair), Lisa Dumont, Mark Mancini, Kent Pearce
- Curriculum – Mary Crook, Michael Degan, Robert Fichtenmayer
- Health and Safety – Mary Crook, Elizabeth Magauran
- Sick Leave Bank – Michael Degan, Robert Fichtenmayer
- Superintendent Evaluation – Mary Crook (Chair), Steven Chalke, Robert Fichtenmayer
- Long Range Planning / Goals – Steven Chalke, Mary Crook, Michael Degan, Mark Mancini

Approval of Fall Program Advisory Minutes – Ms. Crook made a motion, seconded by Ms. Dumont, to approve the minutes of the Fall 2013 Program Advisory minutes as presented. Motion passed unanimously.

Policy: Final Approval – Ms. Dumont made a motion, seconded by Mr. Pearce, for final approval of the following policies:

- IHB – Special Instructional Programs and Accommodations
- IJNDC-R – Website Guidelines and Procedures for Approval
- Social Media

Motion passed unanimously.

Mr. Degan made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 7:47 p.m. Motion passed unanimously.

A True Copy Attest

Date:

2/13/14
(Seal)

Robert A. Dutch
Robert A. Dutch, Secretary

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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
January 27, 2014

BUDGET SUB-COMMITTEE MEETING
4:30 - CONFERENCE ROOM

2014 JAN 23 PM 9 01
TOWN CLERK'S OFFICE
BOURNE, MASS

AGENDA

1. Approval of Minutes of December 16, 2013 Meeting
2. FY15 Budget Prep
3. Other

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Posted 1/22/14

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TOWN CLERK'S OFFICE
BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

TUESDAY
JANUARY 28, 2014

POLICY SUB-COMMITTEE
5:30 P.M. -- CONFERENCE ROOM

1. Payment and Collection Policy for Adult Education
2. Status Review of Policy Manual



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

**Upper Cape Cod Regional Technical School
SCHOOL COUNCIL
2013-2014**

2014 JAN 30 PM 1 48

Agenda - Monday, February 3, 2014 TOWN CLERK'S OFFICE
BOURNE, MASS

8:00 A.M. UCT CONFERENCE ROOM

UCT Happenings

- Carpentry trip with five students to the 2014 Residential Construction Management Competition and International Builders Show in Las Vegas, Nevada.
- Cosmetology to Bourne Community Building and Shawmee Heights
- Automotive Shop to Kia-Dartmouth
- MCAS Biology Retest
- ASVAB testing grades 11 and 12
- Second Term Report Cards



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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY -- FEBRUARY 13, 2014

REGULAR SCHOOL COMMITTEE MEETING

6:15 P.M. -- MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the January 9, 2014 Regular Meeting (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report
11. Old Business
 - A. Superintendent Evaluation -- Mid-Cycle Review (VOTE)
 - B. FY13 Audit Follow-Up
12. New Business
 - A. Draft FY2015 Budget Presentation
 - B. School Committee Self-Evaluation & District Goals
 - C. Termination of First Student Bussing Contract (VOTE)
 - D. MSBA Vote re: Statement of Interest (VOTE)
 - E. Policy -- Initial Review
 - F. April Meeting Date (VOTE)

TOWN CLERK'S OFFICE
BOURNE, MASS
2014 FEB 6 AM 10 07

Executive Session

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**UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
FEBRUARY 13, 2014 MEETING HELD AT THE SCHOOL**

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook; Lisa Dumont; Elizabeth Magauran; Edmund Zmuda; Robert Dutch; Roger Forger; Sharon Brito, Recording Secretary.

2014 FEB 13 PM 10 16
TOWN CLERK'S OFFICE
BOURNE, MASS

The meeting was called to order at 6:20 p.m. followed by the Pledge of Allegiance to the Flag. Ms. Dumont, Vice-Chair, assumed the role of Chair for the meeting.

STUDENT ADVISORY REPRESENTATIVE: Marissa Teahan, a senior from Bourne in Environmental Technology, updated the committee on the winter sports teams reporting that the girls' varsity basketball team currently has a record of 17-2 and won the Mayflower small division championship. Marissa also discussed the National Honor Society induction ceremony, the science fair, and the upcoming reality fair which will be held in April.

STUDENT SPOTLIGHT: Vincent Corsaro, carpentry teacher, discussed the National Homebuilders' Association annual competition that five UCT carpentry students participated in in Las Vegas last week. Mr. Corsaro thanked the committee for their support and assured them that the students performed well in the competition and represented Upper Cape Tech favorably.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Chalke, seconded by Ms. Crook, for approval of the minutes of the January 9, 2014 regular meeting. Motion passed unanimously.

COMMUNICATIONS: Mr. Dutch read a thank you note to Jennifer McGuire, guidance counselor, from the Falmouth Women's Club thanking Ms. McGuire for speaking to the group about the dual enrollment program with Cape Cod Community College. Next he read a letter from a graduate who is now attending Johnson and Wales University thanking the school for the \$500 scholarship he received. Finally, the Superintendent read a letter from the Bourne Council on Aging thanking Mr. Dutch for the presentation he recently made to the Men's Breakfast Group.

REPORT OF COMMITTEES: Ms. Crook, Chair of the Policy Sub-Committee, informed the committee that they met recently and have several policies to present for a first reading. Mr. Chalke reported that the Budget Sub-Committee met on January 27th to discuss the FY15 draft budget. The next meeting of the Budget Sub-Committee is scheduled for February 24th at 4:30 p.m.

TREASURER'S REPORT: Mr. Chalke summarized warrants #30, 32 and 34 highlighting some of the larger expenditures including health insurance, busing, utilities, fuel and the greenhouse. The Treasurer also discussed student activities warrant #7.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He informed the committee that the district has received the appropriate licensure to operate a drivers' education course. The first class will be offered during February vacation and there are 36 students enrolled. The Superintendent stated that the third meeting of the Long Range Planning Committee was held last night. The process has been extremely productive and recommendations will be presented to the Long Range Planning Sub-Committee of the School Committee which will then report to the full committee. A revised plan for the wastewater treatment plant has been submitted to the Department of Environmental Protection with the hope that we will hear back from the agency by April 1st with construction commencing this summer. The materials for the greenhouse are on site and construction is scheduled to begin next week and should last for two weeks. Finally, Mr. Dutch reported that he will be meeting with a gentleman next week regarding solar power options.

PRINCIPAL'S REPORT: Mr. Forget updated the committee on a number of school activities stating that the PTO met recently and have been very supportive of the students' participation in both the National Homebuilders Association national competition as well as the Future Farmers of America national competition. Additionally, the PTO has assisted the drama club with funding for backdrops and scenery for their production of Alice in Wonderland. Mr. Dufresne, Director of Special Education, met with his parent advisory group to discuss IEP's and to generate ideas as to how to communicate with parents. The Principal further discussed the Reality Fair that was mentioned in the student representative's report explaining that it provides students with an idea of what financial responsibilities to expect when they are living on their own. The fair, which is sponsored by the Rotary Club of Bourne-Sandwich and Cape Cod Five, will be open to juniors and seniors. The National Honor Society induction ceremony was held last week with 23 inductees. 163 students earned either Honors or High Honors this marking period which is equivalent to approximately 25% of the student body. There were close to 90 participants in this year's science fair and 17 seniors and 23 juniors took the ASVAB test. A faculty meeting was held earlier in the week which focused on transgender identity and increasing staff awareness around this issue. Finally, Mr. Forget reported that there are close to 250 eighth-grade interviews scheduled for admission in the fall.

OLD BUSINESS:

Superintendent Evaluation – Mid-Cycle Review – Ms. Crook, Chair of the Superintendent Evaluation Sub-Committee, reviewed the questions and comments that were submitted by the committee in response to the progress report on the Superintendent's goals that was presented at the January meeting. Mr. Chalke made a motion, seconded by Mr. Fichtenmayer, to approve the progress report as presented at the January 9th meeting. Motion passed unanimously.

FY13 Audit Report Follow-Up – Mr. Dutch provided the committee with the following action taken in response to the recommendations contained in the FY13 audit report:

- Amendment to the Individuals with Disabilities Education Act – It is recommended that the District review the amended Part B of the Individuals with Disabilities Act to ensure that the District fully complies with the amended provisions.

Response: We received notice from the U.S. Department of Education on June 11, 2013 and we have made modifications regarding parental notice and one-time consent allowing Upper Cape Tech to access MassHealth and Medicaid benefits effective June 12, 2014. Additionally, we are working with the UMass medical school to facilitate Medicaid benefit claims.

- Authorized check signatory – It is recommended that the District remove the Controller's authority to disburse funds from the Fund's depository accounts.

Response: The Controller has been removed as a signatory from the stabilization fund account.

- Reconciliation of cafeteria cash receipts – It is recommended that an individual other than the Payroll Clerk obtain a copy of the monthly cash receipts from the Lunch Time Point of Service system and ensure that it reconciles to the amounts actually deposited to the bank and posted to the general ledger.

Response: The Controller reconciles monthly cash accounts to the general ledger.

- Adult education collection policy and practice – It is recommended that the District develop a formal payment and collection policy for adult education trainings and strictly adhere to it.

Response: A policy will be recommended to the Policy Sub-Committee for the March meeting.

- Timely special education student evaluations – It is recommended that the District consider the development of an alternate relationship with a psychologist to support the timely provision of evaluation services, if needed.

Response: This recommendation came as a result of the death of the school psychologist. We currently have established a relation with a new psychologist as well as an alternate in the event of an emergency.

NEW BUSINESS:

Draft FY2015 Budget Presentation – Mr. Dutch reviewed the proposed budget for FY2015. He compared the budgeted amount for FY14 to the proposed amount for FY15 by line item. The public budget hearing for the FY2015 budget will be held on Monday, February 24, 2014 at 6:30 p.m.

School Committee Self-Evaluation & District Goals – Committee members were provided with information regarding the self-evaluation process in the mailout. Mr. Dutch recommended that a workshop is scheduled to complete the self-evaluation and to then develop goals. The committee agreed to meet on Saturday, March 8th at 9 a.m.

Termination of First Student Bussing Contract – The Superintendent referenced a letter to First Student that was included in the mailout informing the bussing contractor that their contract would be terminated due to the fact that their busses are not equipped with digital surveillance as specified in the contract. Mr. Dutch informed the committee that the surveillance systems are now in place and First Student is now in compliance with the contract.

MSBA Vote re: Statement of Interest – Mr. Dutch informed the committee that the district must submit a statement of interest to the Massachusetts School Building Authority in the event that we opt to seek MSBA funding for building improvements. Mr. Zmuda made a motion, seconded by Mr. Fichtenmayer, to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated February 14, 2014 for the Upper Cape Cod Regional Technical School located at 220 Sandwich Road in Bourne, Massachusetts which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future; specifically for a roof replacement and to address the overcrowding of the existing building; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Upper Cape Cod Regional Vocational-Technical School District to filing an application for funding with the Massachusetts School Building Authority. Motion passed unanimously.

Policy: Initial Review – The following policies were presented for initial review:

- AA – School District Legal Status
- ACAC/ACGB – Sexual Harassment
- ACE – Nondiscrimination on the Basis of Handicap
- AD – Educational Philosophy
- ADA – School District Goals and Objectives
- ADC – Smoking on School Premises
- BB/BBA – School Committee Legal Status/Powers and Duties

- BBBC – School Committee Member Resignation
- BDE – Subcommittees of the School Committee
- DA – Fiscal Management Goals
- DB – Annual Budget
- DBB – Fiscal Year
- DJG – Vendor Relations
- DKC – Expense Reimbursements
- DN – Sale of Surplus Equipment
- EBCB – Fire Drills
- EE – Transportation Services Management
- EEA – Student Transportation Services
- EEAD – Special Use of School Buses
- EEAE – School Bus Safety Program
- EEAEA – Bus Driver Examination and Training
- EEAEA-1 – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- EEAEB – School Bus Driver Emergency Response
- EEAEB-R – Emergency Response Procedures School Bus Driver
- EFC – Free and Reduced Price Food Services
- FBA – Building Committee
- FE – Facilities Construction
- FJ – Facilities Renovations
- FA – Facilities Development Goals
- GBED – Tobacco Use
- GA – Personnel Policy Goals
- GBEC – Drug-Free Workplace Policy
- GBGB – Staff Personal Security and Safety
- GBI – Staff Participation in Political Activities
- GCB – Professional Staff Contracts and Compensation Plans
- GDO – Evaluation of Support Staff
- HB – Negotiations Legal Status
- HA – Negotiations Goals
- HE – School Committee Negotiating Powers and Duties
- HF – School Committee Negotiating Agents
- IMB – Teaching About Controversial Issues / Controversial Speakers
- ILBA – District Program Assessments
- IJ – Instructional Materials
- JF – School Admissions
- JQ – Student Fees, Fines, and Charges
- JFABD – McKinney-Veto Homeless Education Assistance Act
- JHD – Exclusions and Exemptions from School Attendance
- JICI – Dangerous Weapons in the Schools
- KA – School/Community Relations Goals
- KBA – School/Parent Relations Goals

- KBE – Relations with Parent Organizations
- KCB – Community Involvement in Decision-Making
- KCD – Public Gifts to the Schools
- KDB – Public's Right to Know
- KDD – News Media Relations/News Releases
- KE – Public Complaints
- KEC – Public Complaints about the Curriculum or Instructional Materials
- KF – Community Use of School Facilities
- KF-R – Community Use of School Facilities
- KFA-R – Public Conduct on School Property
- KHA – Public Solicitations in the Schools
- KHB – Advertising in the Schools
- KI – Visitors to the Schools
- KJA – Relations with Booster Organizations
- KLG – Relations with Police Authorities
- KJ – Relations with Community Organizations
- KLJ – Relations with Planning Authorities
- LB – Relations with Other Schools and School Districts
- LDA – Student Teaching and Internships
- KLK – Relations with Local Governmental Authorities
- LA – Education Agency Relations Goals

April Meeting Date – Due to a conflict with the Outstanding Vocational Student Award banquet, Mr. Chalke made a motion, seconded by Ms. Magauran, to reschedule the April School Committee meeting to Thursday, April 17, 2014. Motion passed unanimously.

At this point in the meeting, Mr. Fichtenmayer stated that he had spoken to Mr. Mancini regarding his sub-committee assignments and Mr. Mancini would only like to serve on the Budget Sub-Committee at this time. Ms. Dumont, Acting Chair, appointed Ms. Crook to serve on the Negotiations Sub-Committee.

Mr. Fichtenmayer made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 8:30 p.m. Motion passed unanimously.

A True Copy Attest

Date: _____

3/14/14
(Seal)

Robert A. Dutch, Secretary

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

www.uppercapetech.com

2014 FEB 14 PM 1 09

Robert A. Dutch
Superintendent

TOWN CLERK'S OFFICE Telephone: 508-759-7711
BOURNE, MASS FAX: 508-759-7208

REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
FEBRUARY 24, 2014

SPECIAL SCHOOL COMMITTEE MEETING
6:30 P.M. – MULTI-PURPOSE ROOM

AGENDA

1. FY15 Proposed Budget – Public Hearing
2. Other



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
FEBRUARY 24, 2014 MEETING HELD AT THE SCHOOL

2014 MAR 17 AM 10 16

PRESENT: Robert Fichtenmayer, Chair, Steven Chalke; Mary Court, Clerk; Michael Degan, Lisa Dumont; Edmund Zmuda; Robert Dutch; Roger Forget; Sharon Brouse, Recording Secretary.

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

FY15 Proposed Budget – Public Hearing: Mr. Dutch presented the proposed FY15 budget to the committee stating that the proposed foundation budget is a 3.16% increase from FY14 and includes no additional staffing. He informed the committee that there is a Chapter 70 increase of \$25.00 per student, a transportation reimbursement rate increase, and that the HVAC bond has been paid thus reducing the capital budget by 13.07%. These cost decreases result in an actual assessment increase of only 1.6%. The Superintendent compared the cost of educating a student at Upper Cape Tech to what it would cost for them to be educated in their sending high school. Finally, Mr. Dutch presented information regarding MCAS scores, graduation rates, dropout rates, and cooperative education numbers, indicating that 37% of the senior class is currently on cooperative work placements.

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 FY2015 in the amount of Thirteen Million Eight Hundred Eighty Four Thousand Six Hundred Forty-Nine (\$13,884,649.00), to be reduced by FY2015 Interest Revenue in the amount of Ten Thousand (\$10,000.00), FY2015 Tuition Revenue in the amount of Fifteen Thousand Seven Hundred Forty-Five (\$15,745.00), FY2015 Municipal Medicaid in the amount of Five Thousand (\$5,000.00), FY2015 E&D in the amount of Ninety Two Thousand Twenty-Three (\$92,023.00), FY2015 Transportation Aid in the amount of Six Hundred Eighteen Thousand Two Hundred Twenty-Two (\$618,222.00), FY2015 LPN Tuition in the amount of Five Hundred Seventy-Eight Thousand Five Hundred (\$578,500.00) and together with any available State Aid; and that the Committee adopt a gross Capital budget for FY2015 in the amount of Three Hundred Thirty-Five Thousand Seven Hundred (\$335,700.00). Roll call vote - Motion passed unanimously.

Mr. Zmuda made a motion, seconded by Mr. Degan, to adjourn the public hearing at 7:03 P.M. Motion passed unanimously.

A True Copy Attest

Date:

3/14/14
(Seal)

Robert Dutch
Robert A. Dutch, Secretary

Upper Cape Cod Regional Technical School

220 SANDWICH ROAD, BOURNE, MASSACHUSETTS 02532

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2014 FEB 27 AM 10 52

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February 25, 2014

TOWN CLERK'S OFFICE
BOURNE, MASS

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

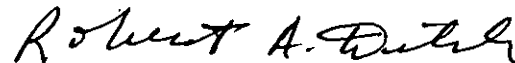
Dear Mr. Guerino:

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 \$13,884,649 and a Capital Budget of \$335,700 for the fiscal year ending June 30, 2015. The impact of this budget on the individual towns is reduced by State Aid, tuition and other receipts in the amount of \$4,228,950 Total Net Operating Costs assessed to the communities, therefore, becomes \$9,991,339 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	\$2,854,235.00
Capital	<u>57,582.00</u>
Total Assessment	<u>\$2,911,817.00</u>

We are available to meet with the Finance Committee and other concerned town officials to discuss this budget and to share with you the school's accomplishments, and the challenges associated with providing our students with quality educational opportunities in today's fiscal environment. If you have any questions, please feel free to contact me.

Very truly yours,



Robert A. Dutch
Superintendent



Steven Chalke
Treasurer, School Committee

cc:

Town Clerk
Town Treasurer
Finance Committee
Board of Selectmen

BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM



**Upper Cape Cod Regional Technical School
FY15 Budget**

BUDGET FUNCTION	Approved FY14	Approved FY15
1000 Administration		
1100 School Committee		
50.1110.0200.00 District Clerk Salary	2,904	2,962
50.1110.0500.00 Supplies	6,000	6,000
50.1110.0600.00 Other	15,000	15,000
Subtotal	23,904	23,962
1200 Superintendent's Office		
50.1210.0100.00 Professional Salary	138,856	143,369
50.1210.0200.00 Secretarial Salary	76,616	77,936
50.1210.0500.00 Postage & Supplies	5,000	5,000
50.1210.0600.01 Travel	2,000	2,000
50.1210.0600.03 Dues & Subscriptions	3,500	3,500
50.1210.0600.04 Professional Development	5,000	5,000
50.1210.0600.02 Advertising	3,000	3,000
Subtotal	233,972	239,805
1400 Business & Finance		
50.1410.0200.00 Business Clerical	218,125	224,690
50.1430.0400.00 Legal Services	17,000	17,000
50.1430.0400.01 Legal - Auditing	45,000	45,000
50-1450-0100 Info Tech Admin	83,232	84,072
50-1450-0200 Info Tech Professional	41,708	42,534
50-1450-0300 Info Tech Clerical	5,000	5,000
Subtotal	410,065	418,296
ADMINISTRATION FUNCTION TOTAL	667,941	682,063
2000 Instruction		
2210 School Leadership		
50.2210.0100.01 Principal Professional Salary	128,386	131,245
50.2210.0100.02 Dean of Students	94,093	98,973
50.2210.0200.00 Principal Clerical	141,931	140,261
50.2210.0500.00 Principal Supplies	5,100	5,100
50.2210.0600.01 Principal Travel	2,000	2,000
50.2210.0600.02 Principal Printing	5,000	5,000
50.2210.0600.03 Principal Dues	9,000	9,000
50.2210.0600.04 Curriculum Development	7,500	7,500
Subtotal	393,010	399,079

**Upper Cape Cod Regional Technical School
FY15 Budget**

BUDGET FUNCTION	Approved FY14	Approved FY15
<u>2220 Curriculum/Department Leaders</u>		
50.2220.0100.01 Director SPED	98,130	101,113
50.2220.0100.02 Lead Teachers	181,132	186,691
50.2220.0200.02 Clerical- SPED	54,282	55,368
Subtotal	333,544	343,172
<u>2300 Teaching Services</u>		
50.2305.0100.01 Teacher Salaries	4,358,993	4,427,204
50.2310.0100.00 Special Needs Teachers	386,055	400,921
50.2325.0300.00 Substitutes	40,000	40,000
50.2330.0300.00 Instructional Assistants	421,593	436,179
50.2340.0100.00 Library Salaries	62,892	66,831
Subtotal	5,269,533	5,371,135
<u>2350 Professional Development</u>		
50.2353.0100.00 Professional Devel -Staff	25,651	26,376
50.2355.0300.00 Aide - Professional	8,066	8,228
50.2357.0600.00 Professional Development	90,000	90,000
Subtotal	123,717	124,604
<u>2400 Instruction Materials & Equipment</u>		
50.2410.0500.00 Textbooks	25,000	25,000
50.2415.0500.00 Library Supplies	9,180	9,364
50.2430.0500.00 General Supplies	482,970	532,670
50.2430.0500.01 SPED Supplies	6,690	6,700
Subtotal	523,840	573,734
<u>2450 Instructional Technology</u>		
50.2451.0400.00 Technology Contractual	40,000	40,800
50.2451.0500.00 Instructional Tech. Supplies	59,600	95,802
50.2451.0600.00 Instructional Tech.-Other	20,000	20,400
Subtotal	119,600	157,002
<u>2700 Guidance, Counseling</u>		
50.2710.0100.01 Director of Guidance & Curriculum	100,205	101,327
50.2710.0100.02 Guidance Counselors	389,902	404,157
50.2710.0200.00 Guidance Clerical	112,182	114,426
50.2710.0500.00 Guidance Supplies	14,000	14,000
50.2710.0600.01 Guidance Other	15,000	15,000
50.2710.0600.03 Guidance Recruitment	18,000	18,000
Subtotal	649,289	666,910

**Upper Cape Cod Regional Technical School
FY15 Budget**

BUDGET FUNCTION	Approved FY14	Approved FY15
<u>2800 Psychological Services</u>		
50.2800.0400.01 Psychological Services	33,000	36,000
50.2800.0400.02 Contractual Services	42,000	42,000
Subtotal	75,000	78,000
INSTRUCTION FUNCTION TOTAL		
	7,487,533	7,713,636
<u>3000 Student Services</u>		
<u>3200 Medical/Health Service</u>		
50.3200.0100.01 School Physician Services	5,000	5,000
50.3200.0100.02 School Nurse Salary	70,581	71,993
50.3200.0500.00 Health Supplies	4,080	4,080
Subtotal	79,661	81,073
<u>3510 Athletic</u>		
50.3510.0300.00 Coaching	126,471	150,448
50.3510.0400.00 Officials & Fees	33,995	33,995
50.3510.0500.00 Athletic Supplies	35,595	35,595
50.3510.0600.00 Athletic Coop Agreements	20,000	22,000
Subtotal	216,061	242,038
<u>3520 Student Body Activities</u>		
50.3520.0100.00 Student Activities Advisors	51,474	51,543
50.3520.0600.00 Student Activities Others	26,000	26,000
Subtotal	77,474	77,543
<u>3600 School Security</u>		
50.3600.0100.00 School Security-Professional	53,075	54,137
50.3600.0500.00 School Security-Supplies	10,000	10,000
Subtotal	63,075	64,137
STUDENT SERVICES FUNCTION TOTAL		
	436,271	464,791
<u>4000 Operations & Maintenance</u>		
<u>4110 Custodial Service</u>		
50.4110.0300.00 Custodial Salaries	311,167	300,436
50.4110.0400.00 Custodial Contractual	1,500	17,500
50.4110.0500.00 Custodial Supplies	38,760	38,760
Subtotal	351,427	356,696

**Upper Cape Cod Regional Technical School
FY15 Budget**

BUDGET FUNCTION	Approved FY14	Approved FY15
<u>4120-4130 Heating & Utilities</u>		
50.4120.0500.00 Heating Fuel	175,000	192,500
50.4130.0500.00 Utility Services	280,000	308,000
Subtotal	455,000	500,500
<u>4210 Maintenance of Grounds</u>		
50.4210.0300.00 Ground Maint Salaries	62,579	65,613
50.4210.0500.00 Grounds Supplies	45,000	45,000
50.4210.0600.00 Grounds Equipment & Snow	10,500	10,500
Subtotal	118,079	121,113
<u>4220 Maintenance of Buildings</u>		
50.4220.0100.00 Building Professional Salaries	146,774	149,313
50.4220.0400.00 Building Contractual	50,000	50,000
50.4220.0500.00 Building Maintenance	58,000	58,000
50.4220.0600.00 Extraordinary Maintenance	30,000	30,000
Subtotal	284,774	287,313
<u>4230 Maintenance of Equipment</u>		
50.4230.0500.01 Equip. Repair Supt.Office	15,000	15,000
50.4230.0500.02 Equip. Repair Principal Office	15,000	15,000
50.4230.0500.00 Equipment Repair	64,000	64,000
50.4300.0600.00 Extraordinary & Unanticipated	70,000	70,000
Subtotal	164,000	164,000
OPERATION & MAINT. FUNCTION TOTAL		
	1,373,280	1,429,622
<u>5000 Fixed Charges</u>		
<u>5100 Employee Benefits</u>		
50.5100.0600.01 Health & Life Insurance	1,664,217	1,699,964
50.5100.0600.02 Unemployment Compensation	20,000	20,000
50.5100.0600.03 Workers Compensation	60,000	90,000
50.5100.0600.04 FICA	148,811	149,730
Subtotal	1,893,028	1,959,694
<u>5200 Insurance Program</u>		
50.5200.0600.00 Building & Liability Insurance	125,000	125,000
50.5200.0600.01 Treasurers Bonds	3,000	3,000
50.5200.0600.02 Student Insurance	10,000	10,000
Subtotal	138,000	138,000
FIXED CHARGES FUNCTION TOTAL		
	2,031,028	2,097,694
TOTAL FOUNDATION BUDGET		
	11,996,053	12,387,806

**Upper Cape Cod Regional Technical School
FY15 Budget**

BUDGET FUNCTION	Approved FY14	Approved FY15
TOTAL FOUNDATION BUDGET	11,996,053	12,387,806
Reductions to Foundation Budget:		
FY14 Anticipated Chapter 70 Aid	2,891,885	2,909,460
FY14 Anticipated Interest Revenues	15,000	10,000
FY14 Anticipated Tuition Revenues	15,745	15,745
FY14 Anticipated Mun. Medicaid	5,000	5,000
E&D Applied	80,000	92,023
Subtotal	3,007,630	3,032,228
Net Foundation Budget	8,988,423	9,355,578
Transportation		
50.3300.0100 Provided by District	257,158	273,210
50.3300.0400 Contract Transportation	671,850	658,373
Total Transportation	929,008	931,583
Anticipated Transportation Aid	406,271	618,222
Net Transportation	522,737	313,361
LPN Program		
50.2305.0100.02 LPN Salaries	433,300	463,260
50.2420.0500 LPN Supplies	100,000	100,000
50.2410.0500 LPN Textbooks	2,000	2,000
Total LPN Program	535,300	565,260
Anticipated LPN Tuitions	570,000	578,500
Net LPN Program	(34,700)	(13,240)
Combined Net Transportation and LPN	488,037	300,121
Capital		
50.7300.0050 Capital Budget	120,700	120,700
50.5450.0500 Bond Issue - Principal	235,000	100,000
50.5450.0600 Stabilization Fund		100,000
50.5450.0600 Bond Issue - Interest	23,870	15,000
	379,570	335,700

Upper Cape Cod Regional Technical School

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TOWN CLERK'S OFFICE
BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

TUESDAY
MARCH 4, 2014

HEALTH & SAFETY SUB-COMMITTEE
5:00 P.M. - CONFERENCE ROOM

1. Exterior Shop Access



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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TOWN CLERK'S OFFICE
BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

TUESDAY
MARCH 4, 2014

HEALTH & SAFETY SUB-COMMITTEE
5:00 P.M. - CONFERENCE ROOM

1. Exterior Shop Access

CANCELLED



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Posted 2-27-2014

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BOURNE, MASS

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REGIONAL SCHOOL COMMITTEE MEETING

SATURDAY
MARCH 8, 2014

GOAL SETTING WORKSHOP
9:00 A.M. - MULTI-PURPOSE ROOM

1. Self-Evaluation
2. Establishment of Goals



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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2014 MAR 4 PM 3 18

REGIONAL SCHOOL COMMITTEE MEETING
THURSDAY - MARCH 13, 2014

TOWN CLERK'S OFFICE
BOURNE, MASS

REGULAR SCHOOL COMMITTEE MEETING 6:15 P.M. - MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the February 13, 2014 Regular Meeting & the February 24, 2014 Special Meeting (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report

11. Old Business

12. New Business
 - A. 2014-2015 School Calendar (VOTE)
 - B. Budget Transfers (VOTE)
 - B. District Goals (VOTE)
 - C. Policy - Final Adoption (VOTE)

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."



UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
MARCH 13, 2014 MEETING HELD AT THE SCHOOL

2014 APR 29 AM 10 40

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook; Michael Degan;
~~Mark Marchisio~~ Edmund Zmuda; Robert Dutch; Roger Forget; Sharon Brito, Recording
Secretary, BOURNE, MASS

The meeting was called to order at 6:17 p.m. followed by the Pledge of Allegiance to the Flag. Ms. Dumont, Vice-Chair, assumed the role of Chair for the meeting.

STUDENT ADVISORY REPRESENTATIVE: Marissa Teahan, a senior from Bourne in Environmental Technology, updated the committee on student activities informing the committee that the girls' basketball team won the Mayflower League championship. She also discussed the spring sports teams including the club team that has been formed for girls' lacrosse. The SkillsUSA state competition will be held from May 1st through 3rd. The National Honor Society met recently to come up with ideas for fundraising. They will meet again on April 3rd. The Senior Prom will take place on May 3rd at the Coonamessett Inn in Falmouth.

STUDENT SPOTLIGHT: Charles Lawrence, Environmental Technology Instructor, introduced several of his students to the committee. Joseph Fisher and Skylar Martin, both of Wareham, presented a demonstration on the Corkulus app that they have been utilizing as a study aid. The duo recently presented to educators and administrators at a STEM (Science, Technology, Engineering, and Mathematics) conference at Cape Cod Community College. Next, Joseph Fisher and Jack Rogers of Bourne discussed their Community Action Project that they are working on for the SkillsUSA state competition. Cooper Thornell of Wareham explained his American Spirit project that he will be presenting at SkillsUSA. Finally, Ann Marie Luppino shared her OSHA book contest project.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Ms. Crook, seconded by Mr. Chalke, for approval of the minutes of the February 13, 2014 regular meeting. Motion passed unanimously. A motion was made by Ms. Crook, seconded by Mr. Chalke, for approval of the February 24, 2014 special meeting. Motion passed unanimously.

COMMUNICATIONS: None.

REPORT OF COMMITTEES: Ms. Crook, Chair of the Policy Sub-Committee, informed the committee that policies will be presented for final adoption later in the meeting. Mr. Chalke reported that the Budget Sub-Committee met on February 24th to discuss FY14 surplus, FY14 budget transfers, and building projects. The next meeting of the Budget Sub-Committee is scheduled for March 24th at 4:30 p.m. The Long-Range Planning Sub-Committee agreed to meet on April 14th at 9 a.m.

TREASURER'S REPORT: Mr. Chalke summarized warrants #36 and 38, highlighting some of the larger expenditures including health insurance, busing, utilities, and yearly internet service. The Treasurer also discussed student activities warrant #8.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He informed the committee that the House and Senate release a joint resolution on the FY15 budget and the numbers are the same as the Governor's House 1 budget necessitating no changes to the district's FY15 approved budget. The district has received one approval from the Department of Environmental Protection for the wastewater treatment plant and the agency has 20 days to issue final approval before work can begin on the project. The Superintendent added that the construction of the greenhouse is also progressing well. He also talked about admissions, stating that 331 freshman applications have been received thus far. At this point last year, 280 had been received. The first batch of acceptance letters will be sent out tomorrow. Mr. Dutch met with two alumni who are excited about the success of the school and would like to get the alumni association active in order to give back to Upper Cape Tech. The community long-range planning group has finished their work and is ready to submit a plan as recommendation to the Long-Range Planning Sub-Committee of the School Committee. Finally, Mr. Dutch informed the committee of the following dates:

March 18th at 7 pm – Budget presentation to the Sandwich Finance Committee

March 25th at 6:45 pm – Girl's basketball team being recognized at the Bourne Selectman's Meeting

March 25th – Future Farmers of America awards ceremony in Sturbridge

PRINCIPAL'S REPORT: Mr. Forget updated the committee on a number of school activities stating that the Parent Teacher Organization met recently and have agreed to fund the cost of a DJ for a dance at the school Saturday night. The Principal discussed the recent ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Training that the staff underwent. ALICE is a set of proactive strategies that increase chances of survival during an armed intruder event. Mr. Forget also discussed that winter sports banquet which took place on March 11th and was very well-attended.

NEW BUSINESS:

2014-2015 School Calendar – Mr. Zmuda made a motion, seconded by Ms. Crook to approve the proposed 2014-2015 school calendar as presented. Motion passed unanimously.

Budget Transfers – Mr. Zmuda made a motion, seconded by Mr. Chalke, to follow the recommendation of the Budget Sub-Committee and make the following budget transfers:

Transfer To		Transfer From	
School Committee Other 50-1110-0600-00 <i>Conference Travel</i>	\$12,000	Principal Clerical 50-2210-0200-00	\$12,000
Guidance Counselors Salary 50-2710-0100-02 <i>Salary Level change</i>	\$755	Instructional Assistants 50-2330-0300-00	\$755
Custodial Contractual 50-4110-0400-00 <i>Cleaning</i>	\$13,000	Instructional Assistants 50-2330-0300-00	\$13,000
Unemployment Comp 50-5100-0600-02 <i>Claims</i>	\$5,000	Health Ins. Benefits 50-5100-0600-01	\$5,000

Motion passed unanimously.

District Goals – Mr. Dutch discussed the school committee self-evaluation and the goals workshop that took place on March 8th. He provided the committee with the tabulated results of the self-evaluation as well as the draft goals that were formulated at the workshop. Mr. Chalke made a motion, seconded by Ms. Crook, to accept the goals as presented. Motion passed unanimously.

Policy: Final Adoption – Ms. Crook made a motion, seconded by Mr. Chalke, to approve the following policies for final adoption with minor edits (changing Superintendent-Director to Superintendent):

- AA – School District Legal Status
- ACAC/ACGB – Sexual Harassment
- ACE – Nondiscrimination on the Basis of Handicap
- AD – Educational Philosophy
- ADA – School District Goals and Objectives
- ADC – Smoking on School Premises

- BB/BBA – School Committee Legal Status/Powers and Duties
- BBBC – School Committee Member Resignation
- BDE – Subcommittees of the School Committee
- DA – Fiscal Management Goals
- DB – Annual Budget
- DBB – Fiscal Year
- DJG – Vendor Relations
- DKC – Expense Reimbursements
- DN – Sale of Surplus Equipment
- EBCB – Fire Drills
- EE – Transportation Services Management
- EEA – Student Transportation Services
- EEAD – Special Use of School Buses
- EEAE – School Bus Safety Program
- EEAEA – Bus Driver Examination and Training
- EEAEA-1 – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- EEAEB – School Bus Driver Emergency Response
- EEAEB-R – Emergency Response Procedures School Bus Driver
- EFC – Free and Reduced Price Food Services
- FBA – Building Committee
- FE – Facilities Construction
- FJ – Facilities Renovations
- FA – Facilities Development Goals
- GBED – Tobacco Use
- GA – Personnel Policy Goals
- GBEC – Drug-Free Workplace Policy
- GBGB – Staff Personal Security and Safety
- GBI – Staff Participation in Political Activities
- GCB – Professional Staff Contracts and Compensation Plans
- GDO – Evaluation of Support Staff
- HB – Negotiations Legal Status
- HA – Negotiations Goals
- HE – School Committee Negotiating Powers and Duties
- HF – School Committee Negotiating Agents
- IMB – Teaching About Controversial Issues / Controversial Speakers
- ILBA – District Program Assessments
- IJ – Instructional Materials
- JF – School Admissions
- JQ – Student Fees, Fines, and Charges
- JFABD – McKinney-Veto Homeless Education Assistance Act
- JHD – Exclusions and Exemptions from School Attendance
- JICI – Dangerous Weapons in the Schools
- KA – School/Community Relations Goals

- KBA – School/Parent Relations Goals
- KBE – Relations with Parent Organizations
- KCB – Community Involvement in Decision-Making
- KCD – Public Gifts to the Schools
- KDB – Public's Right to Know
- KDD – News Media Relations/News Releases
- KE – Public Complaints
- KEC – Public Complaints about the Curriculum or Instructional Materials
- KF – Community Use of School Facilities
- KF-R – Community Use of School Facilities
- KFA-R – Public Conduct on School Property
- KHA – Public Solicitations in the Schools
- KHB – Advertising in the Schools
- KI – Visitors to the Schools
- KJA – Relations with Booster Organizations
- KLG – Relations with Police Authorities
- KJ – Relations with Community Organizations
- KLJ – Relations with Planning Authorities
- LB – Relations with Other Schools and School Districts
- LDA – Student Teaching and Internships
- KLK – Relations with Local Governmental Authorities
- LA – Education Agency Relations Goals

Motion passed unanimously.

At this point in the meeting, Mr. Dutch reminded the committee that the April meeting will take place on April 17th as the Outstanding Vocational Student awards banquet will be held in Worcester on April 10th.

Mr. Chalke made a motion, seconded by Mr. Degan, to adjourn the regular meeting at 7:30 p.m. Motion passed unanimously.

A True Copy Attest

Date:

4/28/14
(Seal)

Robert A. Dutch

Robert A. Dutch, Secretary

Upper Cape Cod Regional Technical School

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2014 APR 9 PM 2 20

Robert A. Dutch
Superintendent

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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
APRIL 14, 2014

LONG-RANGE PLANNING SUB-COMMITTEE
9:00 A.M. - SUPERINTENDENT'S OFFICE

1. Review of Draft Long Range Plan



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING THURSDAY - APRIL 17, 2014

REGULAR SCHOOL COMMITTEE MEETING 6:15 P.M. - MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the March 13, 2014 Regular Meeting (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report

11. Old Business

12. New Business
 - A. School Choice Vote
 - B. Special Education Update
 - C. Evening School Update
 - D. NSBA Conference Reports

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."



UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
APRIL 17, 2014 MEETING HELD AT THE SCHOOL

2014 MAY 15 AM 11 59
TOWNSHIP OF BOURNE

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook, Lisa Dumont; Elizabeth Magauran; Edmund Zmuda; Robert Dutch; Roger Fargette, Sheron Brito, Recording Secretary.
BOURNE, MASS

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

STUDENT ADVISORY REPRESENTATIVE: Marissa Teahan, a senior from Bourne in Environmental Technology, updated the committee on student activities including the spring sports teams. She also discussed the upcoming SkillsUSA state competition which will be held from May 1st through 3rd with 53 students participating. On May 3rd, one student will be competing in the state science fair. Also on that date, the Senior Prom will take place at the Coonamessett Inn in Falmouth.

STUDENT SPOTLIGHT: None.

PUBLIC PARTICIPATION: The Principal informed the committee that a number of parents were present at the meeting to discuss the cooperative hockey team with Mashpee High School. Mashpee is currently the host school for the team and parents would like to see Upper Cape Tech have their own independent hockey team due to the growing number of players as well as the significant travel time associated with the current arrangement. Several parents weighed in, citing a number of reasons for UCT to have an independent hockey team. Mr. Fichtenmayer asked the Superintendent to gather the relevant data regarding costs and particulars and to report back to the School Committee at the May meeting.

APPROVAL OF MINUTES: A motion was made by Ms. Crook, seconded by Ms. Magauran, for approval of the minutes of the March 13, 2014 regular meeting. Motion passed unanimously.

COMMUNICATIONS: The Superintendent read a letter from the Board of Registration in Nursing stating that the Practical Nursing program continues to have Full Approval status. Next, Mr. Dutch read a letter from Clinton Heicher, Culinary Arts Instructional Aide, indicating his intention to resign from his position effective April 11, 2014. Finally, Mr. Dutch read a letter from the Massachusetts Vocational Association thanking the school for the gifts donated for the annual conference.

REPORT OF COMMITTEES: Ms. Crook, Chair of the Superintendent Evaluation Sub-Committee, reminded the committee that the evaluation must be done at the May meeting. She distributed extra copies of the evaluation form for those members that needed additional copies, asking that the forms be completed and returned by April 28th. The sub-committee will review the results at their meeting scheduled for May 1st. The Superintendent reminded the members that all the relevant documentation is available online at bdutch.org. Ms. Crook also informed the committee that the Health and Safety Sub-Committee will meet on April 30th. The Long-Range Planning Sub-Committee met recently to review the draft long range plan and will meet again on May 19th. Mr. Chalke reported that the Budget Sub-Committee that the next meeting of the Budget Sub-Committee is scheduled for May 5th at 4:30 p.m.

TREASURER'S REPORT: Mr. Chalke summarized warrants #40 and 42, highlighting some of the larger expenditures including health insurance, busing, and utilities. The Treasurer also discussed student activities warrants #8 and 9.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He informed the members that the House Ways and Means and Senate Ways and Means Committees have approved the House budget with an increase to regional transportation which will result in an additional \$25,000 to UCT to be put against the FY16 budget. The admissions process for the fall is complete with 201 students being accepted at this point and 132 applicants being placed on hold. The College Fair took place recently with 80 colleges in attendance including technical schools and military representatives. State Representative Vincent DeMacedo, a candidate for State Senate, visited the school recently for a tour. Mr. Dutch met recently with representatives from Stop & Shop who are interested in developing the land located next to the school and are seeking an easement for an access road. The Superintendent stressed that this is just very preliminary conversations at this point. Committee members were informed that the school is the recipient of a \$50,000 equipment grant that will be used to replace the 45-year-old frame straightening machine in Automotive Collision Repair. We have also applied for a Vocational Opportunity grant to develop wastewater treatment plant training for the Environmental Technology students. On April 28th, Mr. Dutch, along with other Superintendents, will be meeting with Deputy Commissioner Jeff Wulfson regarding re-writing the vocational technical regulations. Finally, Mr. Dutch reminded committee members that the Day on the Hill is scheduled for Tuesday, April 29th.

PRINCIPAL'S REPORT: Mr. Forget updated the committee on a number of school activities stating that the Parent Teacher Organization met last week and voted to contribute \$3,000 to the UCT scholarship fund. The group also discussed their plans to serve breakfast at the placement testing for incoming freshmen which is scheduled for May 3rd. The Principal discussed the Reality Fair that was sponsored by Cape Cod Five and the Rotary Club of Bourne-Sandwich. It provided juniors and seniors with the

opportunity to learn about living expenses, salary expectations, and budgeting. He informed the committee that the Wareham Lodge of Elks will be honoring several UCT students on May 1st and that the Evening of Excellence will take place on May 14th. The Scholarship Committee met this week and awarded over \$15,000 to our students thus far and will meet twice more. Finally, Mr. Forget shared recent student accomplishments with the committee. Amelia Weare, a senior from Wareham, pitched a perfect game in softball which is the first in UCT history. Also, senior Catherine Peters from Sandwich, was recently elected as secretary for the Future Farmers of America. Catherine is the first UCT student to hold a state officer position for the FFA.

NEW BUSINESS:

School Choice Vote – Ms. Crook made a motion, seconded by Mr. Zmuda, that the district not participate in school choice for the 2014-2015 school year. Motion passed unanimously.

Evening School Update – Patricia McPartland, Director of Adult and Continuing Education, updated the committee on the adult education program discussing the program's mission and the many courses that are offered. She discussed student enrollment numbers over the past several years as well as the income generated. Dr. McPartland informed the committee that the program is now offering a drivers' education course which has generated a great deal of interest for both UCT and non-UCT students. Dr. McPartland also discussed the online courses that are offered, stating that the online course offerings have increased over 700% since 2006. Some of the challenges the program faces include a decrease in the population on Cape Cod and an increase in competition especially in the colleges such as Massasoit Community College. Dr. McPartland concluded her presentation by listing the program's goals for FY2015 which include continuing to recruit top quality instructors, ensuring high quality of all programming, continuing to develop partnerships, continuing to expand course offerings, increasing enrollment and increasing profitability.

Special Education Update – Mark Dufresne, Director of Special Education, discussed the program's services which include support to students / teachers, direct / related services, case management, and school adjustment. Mr. Dufresne indicated that the current special education population is 17.3%. He discussed the various types of learning disabilities that the students have as well as the cost of special education related services. Mr. Dufresne also discussed the goals that were met in 2014 along with the goals that have been established for 2015.

NSBA Conference Reports – Committee members who attended the National School Boards' Association annual conference in New Orleans discussed the program sessions they attended. Mr. Fichtenmayer, Mr. Chalke, Ms. Crook, and Ms. Magauran all felt the sessions they attended were extremely informative and worthwhile. Several of the sessions focused on the use of technology in the classroom, specifically the use of tablets.

Ms. Crook made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 9:03 p.m. Motion passed unanimously.

A True Copy Attest

Date:

5/13/14
(Seal)

Robert A. Dutch
Robert A. Dutch, Secretary

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TOWN CLERK'S OFFICE
BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING THURSDAY - MAY 8, 2014

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the April 17, 2014 Regular Meeting (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report

11. Old Business

12. New Business
 - A. Transportation Bid Award -- Route #7 (VOTE)
 - B. Independent Hockey Team (VOTE)
 - C. Superintendent Evaluation
 - D. Health & Safety Committee Presentation
 - E. School Security Purchase Recommendation (VOTE)

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
May 8, 2014 MEETING HELD AT THE SCHOOL

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook; Lisa Dumont; Kent Pearce; Edmund Zmuda; Robert Dutch; Roger Forget; 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: Marissa Teahan, a senior from Bourne in Environmental Technology, updated the committee on student activities including the success of the spring sports teams and the advancement of the baseball team to the state tournament. The Senior Prom took place on May 3rd and was enjoyed by all who attended. The National Honor Society held their last meeting for the school year today and the Advanced Placement exams also took place today. There were eleven medalists at this year's state SkillsUSA competition which took place from May 1 – 3. The medalists will now advance to the national competition in Kansas City at the end of June. Finally, Marissa informed the committee that the Evening of Excellence will take place on May 14th.

STUDENT SPOTLIGHT: None.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Ms. Dumont, seconded by Mr. Chalke, for approval of the minutes of the April 17, 2014 regular meeting. Motion passed unanimously.

COMMUNICATIONS: None.

REPORT OF COMMITTEES: Ms. Crook, Chair of the Superintendent Evaluation Sub-Committee, stated that the sub-committee met to compile the results of the evaluation. The results will be presented later in the meeting. The Budget Sub-Committee will meet on May 12th at 4:30 p.m.

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TREASURER'S REPORT: Mr. Chalke summarized warrants #44 and 45, highlighting some of the larger expenditures including health insurance, a sander for Carpentry, a new mower, busing, and utilities. The Treasurer also discussed student activities warrant #10.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He discussed the placement testing for incoming freshmen which took place on May 3rd. 195 students were in attendance which indicates that there will be a large freshman class in the fall. The Superintendent met recently with the Department of Elementary and Secondary Education's Deputy Commissioner, Jeff Wulfson, and the Massachusetts Association of Vocational Administrators' officers to revisit the Chapter 74 regulations which pertain to vocational education. The revised regulations will be presented to the Board of Education in June to be voted on in September and implemented in the 2015-2016 school year. Mr. Dutch then discussed the e-mail that he had sent to the committee regarding the students' success at the state SkillsUSA competition. As a result of this, seventeen students and advisors will be attending the national competition. This additional travel expense, coupled with the higher number of students qualifying for the state competition than expected, will necessitate a budget transfer. Mr. Zmuda made a motion, seconded by Ms. Dumont, to follow the recommendation of the Superintendent, and transfer \$39,149.00 from SPED Teachers (50-2310-0100-00) to Student Other (50-3520-0600) to cover the shortfall for the SkillsUSA competitions. Motion passed unanimously.

PRINCIPAL'S REPORT: Mr. Forget updated the committee on a number of school activities informing them that he had just received news today that a team of two UCT students, Adam Bancroft of Falmouth and Kyle St. Onge of Bourne, won the Ford AAA Auto Skills competition and will now compete in the national competition in Michigan from June 8th to 10th. The Parent Teacher Organization is celebrating Teacher Appreciation Week with coffee and pastries served to the staff one day and a buffet lunch on another day. Biology teacher, Sarah Butts, received this year's Golden Apple award which is based on student votes for their favorite teacher. Mr. Forget read a letter of appreciation he received for the school's hosting of a Federal Student Aid (FAFSA) Day. UCT served as one of 32 sites across the street where college-bound students and their parents could come and fill out their FAFSA form on the spot with assistance from FAFSA representatives. The Principal thanked the guidance department for their assistance with this endeavor. He also thanked Mr. Chalke and the other members of the PTO who volunteered their time to serve breakfast to the incoming freshmen at the placement testing that took place on May 3rd. He informed the committee that 154 attendees were present at the Senior Prom which was held at the Coonamessett Inn. The evening went very well with no student issues at all. Upcoming senior activities include a trip to Six Flags amusement park on May 27th, a Spirit of Boston cruise on May 29th and the graduation ceremony taking place on June 1st. Finally, Mr. Forget reported that the School Council met recently to review the student handbook which will be presented to School Committee at the June meeting.

NEW BUSINESS:

Transportation Bid Award – The Superintendent informed the committee that only one bid was received despite the fact that the bid specifications were sent to 13 companies. Mr. Zmuda made a motion, seconded by Ms. Crook, to follow the recommendation of the Superintendent and award the bid for bus route #7 to Cape Destinations, Inc. at a cost of \$332.45 per day for the period of August 27, 2014 to June 30, 2018. Motion passed unanimously.

Independent Hockey Team – The Superintendent stated that he had included a summary of anticipated costs for an independent hockey team in the meeting mailout. The estimated annual cost is \$28,950.00. Gallo Ice Arena, located directly across the street, has offered discounted ice time for a 5 a.m. practice schedule. Mr. Dutch attended a meeting of the Mayflower League today at which the league voted to approve Upper Cape Tech for an independent hockey team with an 11-game schedule. The team would not be part of the Mayflower League for the first year; rather they would function as an independent team for one year. Ms. Crook made a motion, seconded by Ms. Dumont, to approve the formation of an independent hockey team beginning in the 2014-2015 school year. Mr. Pearce expressed a concern that there were certain items missing in the cost estimates provided to the committee such as the cost of an athletic trainer. Motion passed unanimously.

Superintendent Evaluation – Ms. Crook stated that the Evaluation Sub-Committee met on May 1st to review the evaluation results. Six out of the nine committee members completed the evaluation. Mr. Mancini, Mr. Pearce, and Mr. Zmuda did not complete the evaluation. The overall results rated Mr. Dutch's performance as Proficient. The members felt that the evaluation was fair and accurate. A discussion ensued as to how the Superintendent might achieve a rating of Exemplary. Committee members agreed that may be difficult to do with the current evaluation instrument and that is an issue to be further examined for the next evaluation.

Health & Safety Committee Presentation – The School Council has expressed concerns with accessibility into the school by outsiders, specifically through the overhead doors in several of the shops. As a result, School Council member Lou Wilson, along with Ms. Crook and Edward Osgood, School Safety and Security Specialist, visited Greater New Bedford Vocational Technical High School and Lynn Vocational Technical Institute to see the gate systems they are utilizing and to determine what would work best for Upper Cape Tech. Mr. Osgood presented the gate system that they are recommending based on their research. The cost of all the necessary gates including delivery is \$9,299.00. Ms. Crook commended Mr. Osgood for all of his work on this project and for his efforts in obtaining the best prices.

School Security Purchase Recommendation – Mr. Pearce made a motion, seconded by Ms. Crook, to follow the recommendation of the Health and Safety Committee and authorize the purchase and installation of security gates for the overhead doors at a cost not to exceed \$10,000.00. Motion passed unanimously.

Ms. Crook made a motion, seconded by Mr. Pearce, to adjourn the regular meeting at 7:30 p.m. Motion passed unanimously.

A True Copy Attest

Date: 0/13/14
(Seal)

Robert A. Dutch
Robert A. Dutch, Secretary

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BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
May 19, 2014

BUDGET SUB-COMMITTEE MEETING
4:30 - CONFERENCE ROOM

AGENDA

1. Approval of Minutes of February 24, 2014 Meeting
2. FY14 Surplus Accounts
3. FY14 Budget Transfers
4. Building Projects
5. Other

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Posted MAY 15, 2014

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REGIONAL SCHOOL COMMITTEE MEETING

WEDNESDAY
MAY 28, 2014

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

2014 MAY 23 PM 2 18
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1. ADDA – Background Checks
2. ADDA-R – CORI Policy
3. EFC-E – Free and Reduced Price Food Services
4. EFC-R – Free and Reduced Price Food Services
5. GCO – Evaluation of Professional Staff
6. IKF – Graduation Requirements
7. KEB – Public Complaints About School Personnel
8. Collection of Adult Education Fees



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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY
JUNE 12, 2014

REGULAR SCHOOL COMMITTEE MEETING

6:15 P.M. – MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the May 8, 2014 Regular Meeting (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report

11. Old Business

12. New Business
 - A. Milk Bid Award (VOTE)
 - B. Bread Bid Award (VOTE)
 - C. Drive-On Collision Repair Machine Bid Award (VOTE)
 - D. Student Handbook Approval (VOTE)
 - E. School Improvement Plan (VOTE)
 - F. Spring Program Advisory Minutes (VOTE)
 - G. FY2014 Budget Transfers (VOTE)
 - H. Summer & 2014-2015 Building Project Update
 - I. FY2014 Building Project Transfers (VOTE)
 - J. Policy – First Reading

2014 JUN 5 PM 10 35
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BOURNE, MASS

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."



UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
JUNE 12, 2014 MEETING HELD AT THE SCHOOL

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook; Michael Degan; Elizabeth Magauran; Edmund Zmuda; Robert Dutch; Roger Forget; 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 report.

STUDENT SPOTLIGHT: None.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Zmuda, seconded by Ms. Magauran, for approval of the minutes of the May 8, 2014 regular meeting. Motion passed unanimously.

At this point in the meeting, Ms. Crook made a motion, seconded by Mr. Chalke, to move to Agenda Item 12D – Student Handbook Approval. Motion passed unanimously.

NEW BUSINESS:

Student Handbook Approval – Dean of Students, James McCue, explained the proposed changes that were being recommended for the 2014-2015 student handbook. He stated that most of the changes were for the purposes of clarification. He discussed the appendices, explaining the legal references. The Superintendent explained the change in responsibility when a student is expelled. The district now remains responsible for the education of a student even after they are expelled. Ms. Crook made a motion, seconded by Ms. Magauran, to approve the changes to the student handbook as presented. Motion passed unanimously.

COMMUNICATIONS: The Superintendent informed the committee that he had received a number of thank you notes from graduates who were awarded scholarships reading one thank you note that he had just received. Next, Mr. Dutch read a letter from Lisa Martin, English Teacher, informing the committee of her intention to retire

2014 JUL 15 PM 10 35
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effective January 30, 2015. He also read letters of resignation from Edgar Eldredge, Bus Driver, and Gregory Folino, Athletic Trainer. The Superintendent then read a letter from the National Schools Public Relations Association informing him that he had been awarded a scholarship to attend the organization's annual conference in July. The National Automotive Technicians Education Foundation (NATEF) recently informed the school that the Collision Repair and Refinish program continues to meet the NATEF standards of quality education and the program's accreditation has been continued until December of 2016. Mr. Dutch stated that he had received a letter from the Massachusetts School Building Authority declaring that the district will not be considered as a recipient for the 2014 accelerated repair program primarily because the building's roof is not old enough. Lastly, the Superintendent shared a notification he received from the State Board of Retirement in relation to non-teaching employees and the requirement that the district shall annually reimburse the state board of retirement for its pro rata share of any retirement allowance or pension paid by the board. This statute equates to an additional cost of \$150,000.00 for FY2016.

REPORT OF COMMITTEES: Ms. Crook, Chair of the Policy Sub-Committee, informed the committee that policies will be presented later in the meeting for a first reading. The Budget Sub-Committee met on May 19th and will be recommending budget transfers later on in the meeting as well. The Budget Sub-Committee will meet again on June 23rd at 5:00 p.m.

TREASURER'S REPORT: Mr. Chalke summarized warrants #48 and 50, highlighting some of the larger expenditures including the national SkillsUSA competition, health insurance, bond payment and interest, busing, and utilities. The Treasurer also discussed student activities warrant #11.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He presented a citation from the Governor's office that the school was awarded for receiving a \$63,000 grant for the wastewater treatment plant. He participated in a conference call with Future Generation Wind. The current contract with them ends on December 31, 2014 and they would like to extend their contract to December 31, 2015. Future Generation Wind would also like to make some other minor changes to the contract which must be reviewed by school counsel and then by School Committee. Additionally, there is a portion of land that abuts school property that is 75% of the way through the approval process to become a solar farm. The developers of this property have approached the school about purchasing energy. Finally, the Superintendent stated that the district received notification of the final transportation reimbursement numbers. The reimbursement was higher than expected, resulting in a surplus of \$223,000.00 over what was budgeted. There is currently a shortage in the LPN revenue budget. \$40,000.00 of the projected surplus transportation funding will be used to offset the shortage in the LPN budget. The remaining surplus will be closed to

Excess & Deficiency for FY14 with the projected surplus of \$141,547.00 being returned to the towns in FY2016.

PRINCIPAL'S REPORT: Mr. Forget updated the committee on a number of school activities including the graduation ceremony which took place on June 1st. It marked the seventh year that graduation took place on the UCT campus and it was a beautiful day and a wonderful ceremony. The School Council met last week to discuss graduation as well as MCAS testing. A small number of students will participate in a new on-line assessment method next year, PARCC testing (Partnership for Assessment of Readiness for College and Careers). In the fall, the freshmen class will be equipped with iPads which will mean that all four grades will now be equipped with iPads. The Principal reported that juniors Adam Bancroft of Falmouth and Kyle St. Onge of Bourne recently participated in the Ford AAA national competition in Detroit and placed sixth in the nation. Mr. Forget informed the committee that a group of students approached the administration to advocate the formation of a Key Club, which is a community service group that facilitates under the Kiwanis Club. The group has been organized with 22 members thus far. Finally, the Massachusetts Interstate Athletic Association has voted in favor of the girls' lacrosse team, which functioned as a club team this spring, becoming a varsity team for the next school year.

NEW BUSINESS:

Milk Bid Award – The Superintendent informed the committee that two bids were received for furnishing milk for the 2014-2015 school year; from Garelick Farms, LLC and HP Hood, LLC. Ms. Crook made a motion, seconded by Mr. Chalke, to follow the recommendation of the Superintendent and award the bid for furnishing milk to the district for the 2014-2015 school year to low bidder, HP Hood, LLC. Motion passed unanimously.

Bread Bid Award – The Superintendent informed the committee that two bids were received for furnishing bread for the 2014-2015 school year; from Bimbo Foods, Inc. and Fantini Bakery. Mr. Zmuda made a motion, seconded by Mr. Chalke, to follow the recommendation of the Superintendent and award the bid for furnishing bread to the district for the 2014-2015 school year to low bidder, Fantini Bakery. Motion passed unanimously.

Drive-On Collision Repair Machine Bid Award – The Superintendent informed the committee that only one bid was received for the purchase of a drive-on collision repair machine for the Automotive Collision Technology shop. The school was awarded a \$50,000.00 grant towards the purchase of the machine. The balance of the purchase will come out of the FY2015 capital budget. Ms. Crook made a motion, seconded by Mr. Degan, to award the bid for purchase of a drive-on collision repair machine to New England Collision Equipment, Inc. at a price of \$69,420.00 which includes a \$2,500.00 trade-in credit for the 46-year-old machine currently being utilized in the shop. Motion passed unanimously.

School Improvement Plan – Mr. Degan made a motion, seconded by Mr. Chalke, to approve the 2014-2015 School Improvement Plan as presented. Motion passed unanimously.

Spring Program Advisory Minutes – Ms. Crook made a motion, seconded by Mr. Zmuda, to approve the minutes of the Spring Program Advisory meetings as presented. Motion passed unanimously.

FY2014 Budget Transfers – Ms. Crook made a motion, seconded by Mr. Zmuda, to follow the recommendation of the Budget Sub-Committee and make the following budget transfers for the FY2014 budget shortfalls:

<u>Transfer To:</u>		<u>Transfer From:</u>	
Coaching	\$7,823	Legal	\$5,000
50-3510-0300-00		50-1430-0400-00	
Contractual Increases		Audit	\$2,823
		50-1430-0400-01	
Building Insurance	\$2,000	Legal	\$2,000
50-5200-0600		50-1430-0400-00	
Premium increases			
Unemployment Comp	\$5,000	Legal	\$5,000
50-5100-0600-02		50-1430-0400-00	
Claims			

Motion passed unanimously.

Summer & 2014-2015 Building Project Update – Mr. Dutch stated that the main purposes of the summer building projects are to ease overcrowding and to meet safety requirements. He distributed a CAD drawing of the plans for the renovations of the Health Technology shop, explaining how the changes will provide an additional classroom. He also distributed an aerial photograph of the existing buildings and athletic fields detailing where it is being proposed that the softball field be moved to. Other summer projects include the construction of an annex building for the Carpentry program, a second deck on the football press box, and completion of the greenhouse. Maintenance / safety issues include poured, stamped concrete on the walkways to the Canalside Dining Room, the removal of old tiles, asbestos abatement, and installation of new tiles on the academic wing floors. Committee members requested that they receive a weekly update on the summer construction projects.

FY2014 Building Project Transfers – Ms. Crook made a motion, seconded by Mr. Zmuda, to follow the recommendation of the Budget Sub-Committee and make the following budget transfers for the FY2014 building projects:

<u>Transfer To:</u>		<u>Transfer From:</u>	
Extraordinary & Unanticipated	\$242,000	Teachers	\$242,000
50-4300-0600-00		50-2305-0100-01	
Carpentry Building Total	\$312,000		
Extraordinary Building Maint.	\$190,000	Teachers	\$108,000
50-4220-0600-01		50-2305-0100-01	
Health Careers Renovation		Health Insurance	
		50-5100-0600-01	\$82,000
Ground Supplies	\$40,000	SPED Teachers	\$19,681
50-4210-0500-00		50-2310-0100	
Canalside Walkways		Audit	
		50-1430-0400-01	\$319
		Heating	\$20,000
		50-4120-0500-00	
Grounds	\$20,000	Heating	\$20,000
50-4210-0500-01		50-4120-0500-00	
Greenhouse Completion			
Athletic Other	\$9,000	Health Insurance	\$9,000
50-3510-0600		50-5100-0600-01	
Football Press Box Total	\$10,000		
Extraordinary Maintenance	\$5,000	Instructional Assist.	\$5,000
50-4220-0600-00		50-2330-0300-00	
Academic Wing Total	\$35,000		

Motion passed unanimously.

Policy – First Reading – The following policies were presented for a first reading:

- ADDA – Background Checks
- EFC-E – Free and Reduced Price Food Services (recommended for deletion)
- EFC-R – Free and Reduced Price Food Services (recommended for deletion)
- GCO – Evaluation of Professional Staff
- KEB – Public Complaints About School Personnel
- Collection of Adult Education Fees

The Superintendent discussed the new fingerprinting law and the proposed policy relevant to the law. He explained that the district will not accept other district's suitability determinations; thus, we will have to pay for the fingerprinting for employees who have already had them done for a different school district. Mr. Dutch distributed a draft memo to employees outlining the fingerprinting process and explaining the requirements. Ms. Crook made a motion, seconded by Ms. Magauran, to approve the memo to employees as presented. Motion passed unanimously.

Mr. Chalke made a motion, seconded by Ms. Crook, to adjourn the regular meeting at 7:45 p.m. Motion passed unanimously.

A True Copy Attest

Date: _____

7/11/14
(Seal)

Robert A. Dutch
Robert A. Dutch, Secretary

Upper Cape Cod Regional Technical School

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2014 JUN 06 AM 8 51

TOWN CLERK'S OFFICE
BOURNE, MASS May 27, 2013

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

Dear Mr. Guerino:

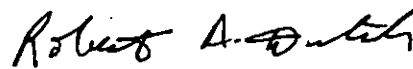
Please be advised that all of the member towns have approved the original budget presented in February.

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 \$13,884,649 and a Capital Budget of \$335,700 for the fiscal year ending June 30, 2015. The impact of this budget on the individual towns is reduced by State Aid, tuition and other receipts in the amount of \$4,228,950 Total Net Operating Costs assessed to the communities, therefore, becomes \$9,991,339 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	\$2,854,235.00
Capital	<u>57,582.00</u>
Total Assessment	<u>\$2,911,817.00</u>

Quarterly payments in the amount of \$727,954.25 are due July 1st, October 1st, January 1st and April 1st from the Town of Bourne. If you have any questions, please feel free to contact me.

Very truly yours,



Robert A. Dutch
Superintendent



Steven Chalke
Treasurer, School Committee

cc: Town Clerk
Town Treasurer
Finance Committee
Board of Selectmen



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Upper Cape Cod Regional Technical School

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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
June 30, 2014

BUDGET SUB-COMMITTEE MEETING
5:00 – CONFERENCE ROOM

AGENDA

1. Approval of Minutes of May 19, 2014 Meeting
2. FY14 Budget Transfers
3. FY14 End of Year Review
4. Other

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

2014 JUN 26 AM 10 38
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BOURNE, MASS



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Posted 6/26/2014

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REGIONAL SCHOOL COMMITTEE MEETING THURSDAY JULY 10, 2014

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - MULTI-PURPOSE ROOM

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TOWNE CLERK'S OFFICE
BOURNE MASS

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the June 12, 2014 Regular Meeting (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report
11. Old Business
12. New Business
 - A. General Advisory Committee
 - B. Canalside Early Learning Center Parental Handbook and Health Care Policy (VOTE)
 - C. Non-Contractual Handbook (VOTE)
 - D. Long-Range Plan (VOTE)
 - E. Policy - Final Adoption (VOTE)
 - F. FY2014 Budget Transfers (VOTE)

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."



UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
JULY 10, 2014 MEETING HELD AT THE SCHOOL

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook; Michael Degan; Lisa Dumont; Elizabeth Magauran; Edmund Zmuda; Robert Dutch; Roger Forget; Sharon Brito, Recording Secretary.

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

The Chair introduced junior Tyler Stinehour to the committee. Tyler is a Carpentry student and a member of Boy Scout Troop #39 who is in the final stages of completing his Eagle rank requirements. Tyler spoke to the committee about his involvement with the Boy Scouts and some of the projects he has worked on.

STUDENT ADVISORY REPRESENTATIVE: No report.

STUDENT SPOTLIGHT: None.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Chalke, seconded by Mr. Degan, for approval of the minutes of the June 12, 2014 regular meeting. Six in favor; Ms. Dumont abstained - Motion passed unanimously.

At this point in the meeting, Mr. Degan made a motion, seconded by Ms. Crook, to move to Agenda Item 12A – General Advisory Committee. Motion passed unanimously.

NEW BUSINESS:

General Advisory Committee – Mr. Dutch introduced Diane Guidebeck, Chair of the General Advisory Committee. The General Advisory Committee is comprised of the Chairs of the Program Advisory Committees for each of the technical shops. Ms. Guidebeck is the Chair of the Horticulture shop, as well a business owner and adjunct professor at Cape Cod Community College. She spoke to the committee about some of the projects that are underway at the school which were recommendations of the advisory committees. She stated that the advisory committees are very pleased to see their recommendations being implemented such as the greenhouse for Horticulture as well as the new Carpentry building. Ms. Guidebeck also discussed some of the

2014 AUG 19 AM 9 54
TOWN CLERK'S OFFICE
BOURNE, MASS

committee's recommendations for the future including a teaching demonstration kitchen for Culinary Arts, a tire machine for Automotive Technology, and a shop update for Cosmetology. Finally, Ms. Guidebeck stated that the committee would like to see the school computers refreshed every four years.

COMMUNICATIONS: None.

REPORT OF COMMITTEES: Mr. Chalke, Chair of the Budget Sub-Committee, reported that the sub-committee voted to move forward with FY14 budget transfers which will be recommended later in the agenda. The Budget Sub-Committee will meet again on August 25th at 5:00 p.m.

TREASURER'S REPORT: Mr. Chalke summarized warrants #52 and 54, highlighting some of the larger expenditures including health insurance and the purchase of computers.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He reminded committee members that the early bird registration deadline is next week for the annual Massachusetts Association of School Committee conference. The Perkin's grant allocation for FY2015 has been received in the amount of \$131,012.00 which is \$6,000.00 more than it was in FY2014. The Leadership Team met off-campus on June 30th and July 1st for their annual retreat. Mr. Dutch met recently with representatives from Stop & Shop for a second meeting. He distributed a conceptual plan to the committee showing where the company would like to tie into the school's driveway. He suggested that a working group be formed to further research this issue and how the school could benefit. Mr. Degan, Mr. Fichtenmayer, and Ms. Crook volunteered to serve on the sub-committee. The sub-committee agreed to meet on August 6th at 5:00 p.m. The Superintendent then updated the committee on the summer construction projects. One walkway is complete and the other two leading to the Canalside Dining Room are nearing completion. The second deck on the press box has been completed. The asbestos abatement project on the second floor of the school is close to complete and is expected to be finished next week. The demolition phase of the reconfiguring of the Health Careers shop is done. The additional parking area is currently being filled and leveled. Finally, Mr. Dutch informed the committee that the new Carpentry building had to be repositioned due to the location of existing gas lines. The Superintendent concluded his report by reminding the committee that he would be attending the National School Public Relations Association conference in Baltimore next week.

PRINCIPAL'S REPORT: Mr. Forget informed the committee that the summer orientation program started this week. 193 incoming freshmen will participate in the orientation program over the summer. He stated that there are many projects underway and that the school is a busy place this summer.

NEW BUSINESS:

Canalside Early Learning Center Parental Handbook and Health Care Policy – Mr. Dutch informed the committee that the child care center, which will be a revenue producing program in theory, is slated to open at the end of August. Thus far, three staff members have been hired; a part-time director, a lead teacher and an assistant teacher. One teacher remains to be hired. The Superintendent stated that the enrollment will be between 15 and 18 students. Committee members suggested minor edits to the handbook and policy. A discussion ensued regarding the dispensing of medications and which staff members will be authorized to dispense medication. Ms. Crook stressed that a policy around this issue needs to be clearly stated. Ms. Crook made a motion, seconded by Mr. Chalke, to approve the parental handbook and health care policy as presented with the edits made as recommended by the committee. Motion passed unanimously.

Non-Contractual Handbook – Ms. Crook made a motion, seconded by Ms. Dumont, to approve the non-contractual handbook as presented. Discussion ensued regarding the pay scales for the custodial and secretarial positions. The percentage increases from one step to the next are not consistent and need to be modified for future hires. Mr. Dutch agreed that there should also be clarification on the pay scales for instructional aides. The Superintendent requested that the handbook be approved with the caveat that the non-contractual salary schedules are addressed and that further information is provided to the committee regarding the salaries of paraprofessionals. Ms. Crook withdrew her motion. Ms. Dumont withdrew her second. Ms. Crook made a motion, seconded by Mr. Chalke, to approve the non-contractual handbook as presented with the omission of the salary schedules. Motion passed unanimously.

Long-Range Plan – Mr. Dutch discussed the community group that was formed to develop the long-range plan, stating that the group met several times before presenting the draft to the Long-Range Planning Sub-Committee of the School Committee. Mr. Degan made a motion, seconded by Mr. Zmuda, to approve the Long-Range Plan as presented with the understanding that it will be updated on annual basis. Mr. Dutch suggested that he develop a narrative to include with the plan explaining the process, the involved parties, and the fact that the plan was a living document. Mr. Dutch will draft the narrative and provide it the committee at the next meeting. Mr. Degan amended his motion to instead table the Long-Range Plan until the next meeting. Mr. Zmuda seconded Mr. Degan's amendment. Motion passed unanimously.

Policy – Final Adoption – Ms. Dumont made a motion, seconded by Ms. Magauran, to approve the following polices for final adoption:

- ADDA – Background Checks
- GCO – Evaluation of Professional Staff
- KEB – Public Complaints About School Personnel
- Collection of Adult Education Fees

and to delete the following policies:

- EFC-E – Free and Reduced Price Food Services
- EFC-R – Free and Reduced Price Food Services

Motion passed unanimously.

FY2014 Budget Transfers – Mr. Chalke made a motion, seconded by Mr. Degan, to follow the recommendation of the Budget Sub-Committee and make the following FY14 budget transfers:

<u>Transfer To:</u>		<u>Transfer From:</u>	
General Supplies	\$25,000	Health Benefits	\$25,000
50-2430-0500-00		50-5100-0600-01	
To purchase furniture for Science Lab, Health Careers and replacements			
School Security Supplies	\$37,000	Aides	\$30,000
50-3600-0500-00		50-2330-0300-00	
Continue Upgrades to system		Health Benefits	\$2,900
		50-5100-0600-01	
		FICA	\$4,100
		50-5100-0600-04	
Extraordinary	\$31,100	FICA	\$1,100
50-4300-0600-00		50-5100-0600-04	
Transfer to Stabilization Fund		Teachers	\$3,000
for wastewater		50-2305-0100-01	
		Subs	\$7,600
		50-2325-0300-00	
		Bus Drivers	\$14,400
		50-3300-0100-00	
		Student Advisors	\$5,000
		50-3520-0100-00	

Motion passed unanimously.

Mr. Zmuda made a motion, seconded by Mr. Chalke, to follow the recommendation of the Budget Sub-Committee and make the following budget transfers to cover FY14 budget shortfalls:

Transfer To:

Transfer From:

SD Advertising \$524
50-1210-0600-02
Advertising shortfall

SD Dues \$524
50-1210-0600-03

Psychological Contract \$20,546
50-2800-0400-02
Services provided to students

Teachers \$13,646
50-2305-0100-01
Audit \$6,900
50-1430-0400-01

Athletic Officials & Fees \$2,379
50-3510-0400-00
Officials

Athletic Supplies \$152
50-3510-0500-00
Coaching \$2,227
50-3510-0300-00

Transportation Supplies \$31,730
50-3300-0500-00
Supply & fuel shortfall

Transport Contract \$26,000
50-3300-0400-02
Bus Drivers \$5,730

Utility Services \$14,000
50-4130-0500-00
Utilities shortfall

Health Benefits \$14,000
50-5100-0600-01

Motion passed unanimously.

At this point in the meeting, a discussion took place regarding the need for an August meeting. Committee members agreed that the committee should meet for an abbreviated agenda on August 14, 2014.

Mr. Zmuda made a motion, seconded by Mr. Degan, to adjourn the regular meeting at 8:03 p.m. Motion passed unanimously.

A True Copy Attest

Date:

8/14/14
(Seal)

Robert A. Dutch
Robert A. Dutch, Secretary

Upper Cape Cod Regional Technical School

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2014 JUL 25 PM 4 26
TOWN CLERK'S OFFICE
BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

WEDNESDAY
JULY 30, 2014

NEGOTIATIONS SUB-COMMITTEE MEETING
5:00 P.M. - MULTI-PURPOSE ROOM

AGENDA

1. Superintendent's Contract



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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TOWN CLERK'S OFFICE
BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

WEDNESDAY
AUGUST 6, 2014

LAND USE SUB-COMMITTEE
5:00 P.M. - CONFERENCE ROOM

1. Discussion of Stop & Shop Proposal



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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2014 AUG 6 PM 2 04

TOWN CLERK'S OFFICE
BOURNE, MASS

REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
AUGUST 11, 2014

NEGOTIATIONS SUB-COMMITTEE
4:30 P.M. - CONFERENCE ROOM

1. Superintendent's Contract



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

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REGIONAL SCHOOL COMMITTEE MEETING THURSDAY AUGUST 14, 2014

REGULAR SCHOOL COMMITTEE MEETING
6:15 P.M. - MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the July 10, 2014 Regular Meeting (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report

11. Old Business
 - A. Long-Range Plan (VOTE)

12. New Business
 - A. Future Generation Wind Update (VOTE)
 - B. School Climate Survey (VOTE)
 - C. Land Use

2014 AUG 6 AM 10 15
TOWN CLERK'S OFFICE
BOURNE, MASS

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."



UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
AUGUST 14, 2014 MEETING HELD AT THE SCHOOL

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook; Michael Degan; Elizabeth Magauran; Mark Mancini; Kent Pearce; Edmund Zmuda; Robert Dutch; Roger Forget; 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: No report.

STUDENT SPOTLIGHT: None.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Zmuda, seconded by Mr. Degan, for approval of the minutes of the July 10, 2014 regular meeting. Motion passed unanimously.

At this point in the meeting, Mr. Degan made a motion, seconded by Ms. Crook, to move to Agenda Item 12A – Future Generation Wind Update. Motion passed unanimously.

NEW BUSINESS:

Future Generation Wind Update – Keith Mann, of Future Wind Generation, updated the committee on the wind net metering project that Upper Cape Tech is participating in along with several other municipalities. He explained that Future Wind Generation has now partnered with ConEdison Solutions and is seeking an extension to the contract that UCT has entered into. The existing contract ends on December 31, 2014 with a six-month extension. ConEdison Solutions has expressed a concern with such an ambitious deadline which could put them at the risk of default. Mr. Mann asked for a contract extension to December 2015. Mr. Pearce made a motion, seconded by Ms. Crook, to extend the existing contract with Future Wind Generation to December 31, 2015. Motion passed unanimously.

2014 SEP 16 PM 1 20
TOWN CLERK'S OFFICE
BOURNE, MASS.

COMMUNICATIONS: Mr. Dutch discussed the two letters of resignation from two office staff members who have accepted positions elsewhere. He also read the following letter from School Committee member, Lisa Dumont, from the town of Bourne:

Dear Mr. Robert Dutch:

With a heavy heart, please accept my resignation from the Upper Cape Cod Regional Technical School Committee; I will not be running for re-election come this November.

I thoroughly enjoyed being a town representative for the Town of Bourne. In addition, I was provided with an exceptional experience/privilege over the last three years as serving as the committee's vice-chair.

Over the last four years, I have gained vast knowledge in the realm of school budgetary issues, negotiations of contracts and policies. This experience will carry forward to the next level.

There are many reasons for this decision. Many of which are personal; however, I do want to mention a few; I want to pursue a higher degree (Doctorate in nursing practice) and obtain a certification in nursing education.

This Committee has had a significant and positive impact on our school; I am grateful that I was a part of the wonderful changes we made happen. I continue to hold the highest regard for the committee's goals.

*Sincerely,
Lisa Dumont*

REPORT OF COMMITTEES: Mr. Fichtenmayer, Chair of the Negotiations Sub-Committee, informed the committee that they have started to negotiate the Superintendent's contract which expires on June 30, 2015. Mr. Chalke, Chair of the Budget Sub-Committee, stated that the next meeting is scheduled for August 25th at 5:00 p.m.

TREASURER'S REPORT: No report.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He reported that the district has been selected to present on 1:1 computing at the National School Board Association's annual conference which will be held next March in Nashville. The Superintendent also provided the committee with a breakdown of the new employees hired for the 2014-2015 school year. A discussion ensued regarding the reasons these positions became vacant. Finally, Mr. Dutch discussed the National School Public Relations Association annual conference that he attended in Baltimore over the summer. He will present more details about the information he gathered at the conference at the September meeting.

PRINCIPAL'S REPORT: Mr. Forget informed the committee that the Meet the Coaches night for fall sports was being held this evening which explained the building being so busy as it was very well-attended. He stated that 194 freshmen would be beginning the school year. The Principal also updated the committee on building projects stating that the Carpentry annex was well underway and is expected to be ready shortly into the fall. The renovation of the Health Careers area is nearing completion and will be ready for the start of school. Work continues on the additional parking area as well as the new softball field. Mr. Forget informed the committee that the student schedules are complete and parents are able to access the schedules through the parent portal on Powerschool. The Leadership Team will be meeting tomorrow to finalize plans for the start of the school year including the iPad rollout and the Freshman Barbecue. Teachers will participate in two days of in-service before the students begin school on August 27th. Mr. Forget stated that this year's theme is *UCT – United, Committed Team*.

OLD BUSINESS:

Long-Range Plan – Mr. Pearce made a motion, seconded by Ms. Crook, to enter into Executive Session for the purpose of discussing the Long-Range Plan and to then return to Open Session. Roll call vote – Motion passed unanimously. Open Session resumed at 7:12 p.m. Mr. Dutch reminded the committee that the plan was presented at last month's meeting. At that time, the Superintendent agreed to preface the document with a narrative explaining the process of developing the Long-Range Plan and its intended use. Mr. Degan made a motion, seconded by Mr. Chalke, to approve the Long-Range Plan as presented. Motion passed unanimously. As the plan moves forward, Ms. Magauran would like to see point people assigned to the various tasks. Ms. Crook added that the plan should be reviewed on an annual basis.

NEW BUSINESS:

School Climate Survey – Mr. Fichtenmayer informed the committee that he has discussed the need for a school climate survey with the Superintendent. Mr. Fichtenmayer stated that UCT is a small school and there is concern about staff member resignations. He feels it would be helpful to have an outside source examine the climate to ensure that everyone is working together in a favorable environment. Mr. Pearce suggested that exit interviews be conducted when staff members resign. Mr. Dutch responded that four teacher had been hired to replace one retirement, two illnesses, and one death. Three secretaries have also been hired to replace one who moved to Florida, one who accepted a position in another district close to home, and one who accepted another position for a reason that may somewhat be due to school climate. The Superintendent stated that he did conduct an exit interview with that employee. He went on to state that a school climate survey must be conducted by an outside organization that can ask people questions directly. It can't be anonymous because there needs to be a mechanism in place to ask deeper questions based on

initial responses. Ms. Crook made a motion, seconded by Mr. Pearce, to direct the Superintendent to research mechanisms to conduct a survey to assess the culture and climate of the school and to report back to the committee at the November meeting. Motion passed unanimously.

Land Use – Mr. Pearce made a motion, seconded by Mr. Chalke, to enter into Executive Session at 7:45 p.m. to discuss Land Use and to return to Open Session for the purpose of adjournment. Roll call vote – Motion passed unanimously. Open Session resumed at 8:30 p.m.

Mr. Degan made a motion, seconded by Mr. Chalke, to adjourn the regular meeting at 8:31 p.m. Motion passed unanimously.

A True Copy Attest

Date: _____

9/12/14
(Seal)

Robert A. Dutch
Robert A. Dutch, Secretary

Upper Cape Cod Regional Technical School

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY

September 11, 2014

REGULAR SCHOOL COMMITTEE MEETING

6:15 P.M. – MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the August 14, 2014 Regular Meeting & August 14, 2014 Executive Session (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report
11. Old Business
12. New Business
 - A. Academic Update – Director of Curriculum
 - B. NSPRA Conference Presentation
 - C. Superintendent Evaluation / Self-Assessment
 - D. Regional Transportation Fund (VOTE)
 - E. Retired Teachers' Healthcare Costs & Net School Spending (VOTE)
 - F. H4376 – An Act Relative to the Reduction of Gun Violence (VOTE)
 - G. Superintendent Contract (VOTE)

2014 SEP 3 PM 2 31
TOWN CLERK'S OFFICE
BOURNE, MASS

Executive Session

- A. Superintendent Contract

"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
SEPTEMBER 11, 2014 MEETING HELD AT THE SCHOOL

PRESENT: Robert Fichtenmayer, Chair; Steven Chalke; Mary Crook; Michael Degan; Lisa Dumont; Elizabeth Magauran; Kent Pearce; Edmund Zmuda; Robert Dutch; Roger Forget; 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 report.

STUDENT SPOTLIGHT: None.

PUBLIC PARTICIPATION: None.

At this point in the meeting, Ms. Crook made a motion, seconded by Ms. Dumont, to move to Item 12A on the agenda. Motion passed unanimously.

NEW BUSINESS:

Academic Update – Director of Curriculum – Susan White, Director of Guidance, Curriculum and Instruction, updated the committee on a number of changes that have been implemented as a result of Department of Elementary and Secondary Education initiatives. She explained MassCore which is an initiative by the state to ensure that all students are receiving a very similar education course wise. Ms. White discussed in detail the required courses and number of credits at each grade level and how the Massachusetts university requirements meet the MassCore requirements. A discussion ensued regarding foreign language which is a requirement at many of the private colleges. Vocational-technical students do not have the opportunity to take a foreign language during the regular school day. As such, the state colleges and universities along with a number of private institutions have waived this requirement for graduates of vocational-technical schools. UCT is currently participating in a pilot program through Cape Cod Collaborative. The program allows students who want to take a foreign language to do so online as an extra course through Virtual High School. Eleven students are currently participating in the two-year program at no cost. Ms. Crook commended the administration and faculty for their efforts and success in this area.

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TOWN CLERK'S OFFICE
BOURNE, MASS

APPROVAL OF MINUTES: A motion was made by Ms. Magauran, seconded by Mr. Degan, for approval of the minutes of the August 14, 2014 regular meeting. Seven in favor; Ms. Dumont abstained - Motion passed. Mr. Degan made a motion, seconded by Ms. Crook, to table the approval of the August 14, 2014 minutes of the executive session. Motion passed unanimously.

Mr. Pearce left the meeting at 7:05 p.m.

COMMUNICATIONS: Mr. Dutch read a letter of resignation from cafeteria employee, Mary Meli. He informed the committee that Rose Currier, a full-time bus driver, has also resigned to accept a position elsewhere.

REPORT OF COMMITTEES: Mr. Chalke, Chair of the Budget Sub-Committee, informed the committee that they met on August 25th. The end of year revolving account balances will be provided to the full committee in the October mailout. Mr. Fichtenmayer reported on the Cape Cod Collaborative Board of Directors meeting that he attended recently. Discussion topics included placement of foreign exchange students and employee turnover.

TREASURER'S REPORT: Mr. Chalke, Treasurer, distributed his report for warrants #2, 4, 6, 9 and 11. He highlighted some of the higher expenditures including a frame straightening machine for Automotive Collision Repair, yearly internet service, classroom furniture, busing, and expenses associated with construction of the Carpentry annex.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He stated that approval has been granted by the Department of Environmental Protection for the wastewater treatment plant. No negative comments were received during the public comment period. Gravity sewer construction from the Marine Services building to the plant has been put out to bid. JC Engineering is working on the second portion of the bid which is much larger. Mr. Dutch informed the committee that the national Association for Career and Technical Education and its subsidiary, the National Council of Local Administrators, are holding their annual conference on Cape Cod this year. Conference attendees will be visiting UCT on September 17th for a tour of the school. Additionally, the school was asked to host the group's annual dinner that evening. School Committee members were invited to attend the clambake on the 17th. The Superintendent next discussed the ongoing issue in relation to retired non-teaching employees and the requirement that the district shall annually reimburse the state board of retirement for its pro rata share of any retirement allowance or pension paid by the board. The state has never billed the district for this and has now decided to bill from FY13 on, allowing the district three years to pay for FY13 and FY14. There are eight regional technical schools in this situation.

Representatives of those schools met today and agreed to retain an attorney to advise the group as there are several options in dealing with this. Mr. Dutch concluded his report by presenting a PowerPoint presentation which highlighted the new staff members, changes in assignment for existing staff members, and topics discussed at the summer leadership retreat.

At this point in the meeting, Ms. Crook disclosed to the committee that her son, Peter Hathaway, has been hired as the varsity hockey coach for the 2014-2015 school year.

PRINCIPAL'S REPORT: Mr. Forget updated the committee on recent school activities. He discussed the professional development workshops that were offered to teachers before the start of the school year. The workshops, many of which focused on technology, were well-received by the staff. The school nurse also provided staff with training on the use of an EpiPen in the event of an allergic reaction. The next two in-service days have already been planned for the staff and they are excited about what is going on. The opening of school for the students went very well. The building is full with every classroom being occupied. A fourth lunch may have to be added as a result of the increased enrollment. The fall sports teams are off to a good start and the building projects are proceeding as they should. The contractors have been working diligently to meet project deadlines.

NEW BUSINESS:

NSPRA Conference Presentation – Mr. Dutch presented a summary of the information he gained during his attendance at the National School Public Relations Association annual conference. He discussed the importance of branding and talked about public relations in general along with new and creative ways to deal with recruitment as we are having difficulty with access to the sending schools. The Superintendent made mention of the Long-Range Plan and the existing need for a public relations specialist to assist in these initiatives. The committee was in agreement with Mr. Dutch's recommendation to contract with a consultant rather than to hire a full-time employee.

Superintendent Evaluation/Self-Assessment – Committee members were provided with the Superintendent's self-assessment in the mailout. Mr. Dutch explained that the next step is to meet with the Superintendent Evaluation Sub-Committee to generate goals to present to the full committee at the October meeting.

Regional Transportation Fund – Mr. Dutch explained that often times the district budgets a lesser amount for regional transportation than is granted by the state. Historically, the surplus would drop into Excess and Deficiency. The state is now allowing districts to establish a fund which the surplus funding would be moved into for one year before dropping to Excess and Deficiency. Ms. Crook made a motion,

seconded by Mr. Degan, to follow the recommendation of the Superintendent and establish a Regional School Transportation Fund. Motion passed unanimously.

Retired Teachers' Healthcare Costs & Net School Spending – Mr. Dutch explained that Section 3 of the State Budget has long barred the Department of Elementary and Secondary Education from considering costs for retired teachers to be part of the net school spending for any districts in which said costs were not considered part of such spending in fiscal year 1994. Section 260 of the State Budgets allows communities that did not adopt the 1994 net school spending language to do so between July 1, 2014 and June 1, 2015. Mr. Dutch recommended that the committee vote not to do so as it will not increase minimum net school spending but will instead potentially decrease dollars available to be spend on students. Ms. Crook made a motion, seconded by Mr. Degan, to follow the recommendation of the Superintendent and not include costs for retired teachers as part of the net school spending calculation. Motion passed unanimously.

H4376-An Act Relative to the Reduction of Gun Violence – As part of H. 4376, there is an extensive provision entitled "Safe and Supportive Schools" that takes effect on January 1, 2015. The legislation is subject to appropriation of funding by the School Committee. Mr. Dutch explained that, while many of these initiatives are already in place at Upper Cape Tech, this is a very comprehensive program that the district is not currently in a financial position to fully implement. Mr. Zmuda made a motion, seconded by Ms. Dumont, to follow the recommendation of the Superintendent and not appropriate additional funding for this purpose at this time. Motion passed unanimously.

Ms. Crook made a motion, seconded by Ms. Magauran, to enter into Executive Session at 7:42 p.m. for the purpose of discussing negotiations and to return to open session. Roll call vote – all in favor. Motion passed unanimously.

Open session resumed at 9:13 p.m.

Superintendent Contract – Mr. Degan made a motion, seconded by Ms. Crook to table until the next meeting. Motion passed unanimously.

Ms. Crook made a motion, seconded by Mr. Degan, to adjourn the regular meeting at 9:15 p.m. Motion passed unanimously.

A True Copy Attest

Date:

10/10/14
(Seal)

Robert A. Dutch
Robert A. Dutch, Secretary

Upper Cape Cod Regional Technical School

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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
September 22, 2014

BUDGET SUB-COMMITTEE MEETING
5:00 – CONFERENCE ROOM

AGENDA

1. Approval of Minutes of August 25, 2014 Meeting
2. Project Update
3. American Express Payment Incentive Program
4. Massachusetts State Retirement
5. Other

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TOWN CLERK'S OFFICE
BOURNE, MASS

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



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Posted 9-15-2014

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~~BOURNE, MASS~~
REGIONAL SCHOOL COMMITTEE MEETING

WEDNESDAY
SEPTEMBER 24, 2014

NEGOTIATIONS SUB-COMMITTEE
4:30 P.M. - CONFERENCE ROOM

1. Non-Contractual Pay Scale



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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
SEPTEMBER 29, 2014

SUPERINTENDENT EVALUATION SUB-COMMITTEE
5:00 P.M. - CONFERENCE ROOM

1. Goals

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY

OCTOBER 9, 2014

REGULAR SCHOOL COMMITTEE MEETING

6:15 P.M. – MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Student Advisory Representative
3. Student Spotlight
4. Public Participation
5. Approval of Minutes of the September 11, 2014 Regular Meeting (VOTE)
6. Communications
7. Report of Committees
8. Treasurer's Report
9. Superintendent's Report
10. Principal's Report

11. Old Business

12. New Business
 - A. Superintendent Evaluation / Goals (VOTE)
 - B. Gravity Sewer Bid Award (VOTE)
 - C. Superintendent Contract (VOTE)
 - D. MASC Annual Conference

2014 OCT 1 PM 3 49
TOWN CLERK'S OFFICE
BOURNE, MASS

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."



UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
OCTOBER 9, 2014 MEETING HELD AT THE SCHOOL

PRESENT: Robert Fichtenmayer, Chair; Mary Crook; Michael Degan; Lisa Dumont; Edmund Zmuda; Robert Dutch; Roger Forget; 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 report.

STUDENT SPOTLIGHT: None.

At this point in the meeting, the Superintendent presented plaques to Ms. Dumont and Mr. Zmuda acknowledging their years of service to the School Committee and thanking them for their commitment as they are not running for re-election. He also acknowledged committee member, Kent Pearce, who was not present for the meeting but is not seeking re-election after twenty years of service to the district.

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TOWN CLERK'S OFFICE
BOURNE, MASS.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Ms. Dumont, seconded by Mr. Zmuda, for approval of the minutes of the September 11, 2014 regular meeting. Motion passed unanimously.

COMMUNICATIONS: Mr. Dutch read a letter of resignation from a part-time bus driver who is moving to California. He informed the committee that the driver's position has now been filled.

REPORT OF COMMITTEES: The Negotiations Sub-Committee and the Superintendent Evaluation Sub-Committee both met recently.

TREASURER'S REPORT: No report.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities. He stated that he has received outstanding feedback from attendees at the Association for Career and Technical Education's annual dinner which was hosted by UCT's Culinary Arts department. Numerous comments were made regarding the high quality of the preparation of the clambake that was served as well as the students' professionalism in the way they interacted with adults. Conference attendees also were given a tour of the facility and were extremely impressed by what they saw. Educators from Alabama are hoping to bring a group of their teachers to Upper Cape Tech for a site visit at some point in the future. The Superintendent reported that he had met with other schools that are impacted by the retiree benefits assessment that was discussed at last month's meeting. The group met with an attorney to develop a plan to address the situation. After discussing the various options, the group agreed that the best option is to develop special legislation. Once the proposed legislation has been drafted, Mr. Dutch will meet with the town administrators and then local legislators. The Superintendent has met with some of the larger employers in the area such as Hydroid and A.D. Makepeace to discuss what these companies are looking for when hiring entry-level employees. This will help as curriculum is planned, etc. The district has applied for the Massachusetts Life Sciences grant in the amount of \$99,930 and a School Safety and Security grant in the amount of \$20,000 which would be used to provide wireless internet access as well as a live camera feed on the school busses. Mr. Dutch concluded his report by informing the committee that he has met recently with Commissioner Chester of the Department of Elementary and Secondary Education around revising Chapter 74 regulations that pertain to program approval process, the freshman exploratory program, and out of district students.

PRINCIPAL'S REPORT: Mr. Forget updated the committee on recent school activities stating that the School Council held their first meeting of the 2014-2015 school year. At the meeting, they reviewed the district's long-range plan and brainstormed methods to reach out to the middle school students in the sending schools as most of the sending schools are no longer allowing UCT counselors into their schools to make presentations on what UCT has to offer. There is a new school resource officer in Bourne who will now be a member of the School Council. An in-service day was held last week to provide professional development to the staff in the areas of classroom management, the learning brain, and the use of iPads in the classroom. The PTO met recently to plan for the upcoming craft fair which will be held on November 22nd and 23rd. This year's fair will be expanded into the engineering shop and further down into the cafeteria hallway. Also, the Practical Nursing building will be utilized again this year with crafters' tables there as well. The Principal reported that this week is Homecoming Week with boys' and girls' soccer games being held under the lights, a spaghetti dinner for the football team, a pep rally on Friday at 12:45 which the school committee is invited to attend, and the homecoming football game that evening. Portable lighting was donated by Commercial Electrical Solutions so that the UCT football team could host their first night game. Mr. Forget reported that over 230 tickets had already been sold for the homecoming dance which will take place at the school on Saturday evening. He reminded the committee that the Fall Advisory Program meetings will be held on

October 15th and that the Grade Eight Open House will take place on November 20th, following the same interactive format as last year's event which was very well received. Finally, Mr. Forget reported that tonight's Student Spotlight was on senior, Jonathan Foley, who was unable to be present at the meeting. Jonathan is Upper Cape Tech's first national merit scholar which means that he scored in the top 5% of students across the country on the PSAT's. The committee commended Jonathan on his accomplishment.

NEW BUSINESS:

Superintendent Evaluation / Goals – The Superintendent provided the committee with proposed goals for the 2014-2015 school year. Specific action items, benchmarks and timelines were included. Ms. Dumont made a motion, seconded by Mr. Degan, to approve the 2014-2015 goals as presented. Motion passed unanimously.

Gravity Sewer Bid Award – Mr. Dutch informed the committee that seven bid proposals had been submitted for the gravity sewer construction project which is a component of the wastewater treatment plant construction project. The bids ranged in price from \$37,800 to \$100,500. The bids were evaluated and scored using comparative criteria. The Superintendent recommended that the bid be awarded to Gallo Construction. Their bid was higher than the low bid by a difference of \$860; however, Gallo Construction scored higher based on the comparative criteria. Ms. Crook made a motion, seconded by Mr. Degan, to award the bid for gravity sewer construction to Gallo Construction at a cost of \$38,660. Motion passed unanimously.

Superintendent Contract – The committee was provided with a revised contract incorporating the changes that were agreed upon at the September School Committee meeting. Ms. Dumont made a motion, seconded by Mr. Zmuda, to approve the Superintendent's contract as presented for the period of July 1, 2015 through June 30, 2018. Motion passed unanimously.

MASC Annual Conference – Mr. Dutch provided committee members with a discussion guide to the 2014 delegate assembly explaining that Ms. Crook would be attending the delegate assembly representing the Upper Cape Cod Regional Vocational-Technical School District Committee. Mr. Dumont made a motion, seconded by Mr. Degan, to appoint Ms. Crook as the voting delegate to the committee. Motion passed unanimously. Mr. Dutch explained the following resolutions and discussion ensued.

- Resolution 1: Will stop the state Board of Elementary and Secondary Education and the legislature from enforcing initiatives that aren't funded. Mr. Degan made a motion, seconded by Ms. Dumont, to support Resolution 1. Motion passed unanimously.

- Resolution 2: This resolution focuses on out of district placement costs which do not affect our district. Mr. Degan made a motion, seconded by Ms. Dumont, to support Resolution 2. Four in favor; Mr. Zmuda opposed. Motion passed.
- Resolution 3: Supports appropriation for pre-kindergarten for all children in Massachusetts. The Superintendent feels that this resolution should only be supported if language is added on the floor stating that additional funding will be utilized rather than taking it out of the current budget. Mr. Degan made a motion, seconded by Ms. Dumont, to support Resolution 4 only if additional funding is specified for this purpose. Motion passed unanimously.
- Resolution 4: Calls for the enactment of charter school reform legislation. Mr. Degan made a motion, seconded by Mr. Zmuda, to support Resolution 4. Motion passed unanimously.
- Resolution 5: Calls upon the legislature to make the state and board of education responsible for administering fingerprints through the educator licensure process. Mr. Zmuda made a motion, seconded by Mr. Degan, to support Resolution 5. Motion passed unanimously.
- Resolution 6: Supports the reinstatement of federal earmarks for school districts and municipalities through the federal appropriations process. Mr. Zmuda made a motion, seconded by Ms. Dumont, to support Resolution 6. Motion passed unanimously.
- Resolution 7: Calls for the elimination of Common Core and PARCC testing. The committee discussed the resolution and agreed to let Ms. Crook form an opinion after hearing the discussion at the delegate assembly.

Mr. Degan made a motion, seconded by Mr. Zmuda, to adjourn the regular meeting at 7:15 p.m. Motion passed unanimously.

A True Copy Attest

Date: _____

(Seal)

Robert A. Dutch

Robert A. Dutch, Secretary

<p>Upper Cape Cod Regional Technical School SCHOOL COUNCIL 2014-2015</p>

Agenda – Monday, November 3, 2014
Conference Room
8:00 AM

- Christine McCarey~Update on Cape Cod Community College & UCT
- UCT Sports Update~Mike Hemon, Athletic Director
- Future Farmers of America National Convention~Lisa Guyot, Horticulture Instructor
- School Events
 - Cosmetology Field Trip
 - Automotive Tech/Auto Collision Repair Field Trip
 - Eighth Grade Open House
 - Craft Fair ~November 22nd and 23rd
 - PTO Happenings

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

2014 OCT 30 AM 10 36
 TOWN CLERK'S OFFICE
 BOURNE, MASS



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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
October 20, 2014

BUDGET SUB-COMMITTEE MEETING
5:00 - CONFERENCE ROOM

AGENDA

1. Approval of Minutes of August 25, 2014 Meeting
2. Project Update
3. American Express Payment Incentive Program
4. Massachusetts State Retirement
5. Other

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

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Posted 10/10/2014

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REGIONAL SCHOOL COMMITTEE MEETING

THURSDAY

NOVEMBER 13, 2014

REGULAR SCHOOL COMMITTEE MEETING

6:15 P.M. - MULTI-PURPOSE ROOM

2014 NOV 4 PM 3 7
TOWN CLERK'S OFFICE
BOURNE, MASS

1. Meeting Called to Order
2. Committee Reorganization
3. Student Advisory Representative
4. Student Spotlight
5. Public Participation
6. Approval of Minutes of the September 11, 2014 Executive Session and the October 9, 2014 Regular Meeting (VOTE)
7. Communications
8. Report of Committees
9. Treasurer's Report
10. Superintendent's Report
11. Principal's Report

12. Old Business
 - A. School Climate Survey

13. New Business
 - A. Student Participation in the National Homebuilders Association National Competition (VOTE)
 - B. Sub-Committee Assignments
 - C. 14-Passenger Activity Bus Purchase Award (VOTE)
 - D. Approval of Fall Program Advisory Minutes (VOTE)

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
NOVEMBER 13, 2014 MEETING HELD AT THE SCHOOL

PRESENT: Robert Fichtenmayer, Chair; Dominic Cammarano; Steven Chalke; Thomas Corriveau; Mary Crook; Michael Degan; Julie Wing; Robert Dutch; Roger Forget; 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. Fichtenmayer introduced the following newly-elected members to the committee: Dominic Cammarano from Wareham, Thomas Corriveau from Falmouth, and Julie Wing from the town of Bourne. Due to the fact that the towns have not certified their votes yet, only Mr. Corriveau has been sworn into office at this time. Thus, Ms. Wing and Mr. Cammarano may participate in discussion during the meeting, but are not able to vote on matters until they have been sworn in.

COMMITTEE REORGANIZATION: Mr. Degan made a motion, seconded by Ms. Crook, to table Committee Reorganization until the December meeting when the newly-elected members have been sworn in. Motion passed unanimously.

At this point in the meeting, Mr. Fichtenmayer reminded committee members that they are expected to report to the full committee when attending professional development activities such as the Massachusetts Association of School Committee annual conference held in Hyannis last week. Mr. Degan stated that he attended that conference and found it to be very enlightening and informative. The conference was organized with targeted training sessions that were very helpful to him as a new member. Ms. Crook added that she served as the voting delegate for the school committee at the conference and voted on all of the resolutions as discussed at the October meeting. At the general assembly, there was heavy discussion on both PARCC and Common Core. There was also a lot of discussion on the topic of pre-kindergarten. Ms. Crook then discussed a workshop she attended regarding professional development opportunities for School Committee members as well as a workshop focused on Superintendent Evaluation and how to make that undertaking less cumbersome.

STUDENT ADVISORY REPRESENTATIVE: No report.

STUDENT SPOTLIGHT: None.

2014 DEC 17 AM 11 36
CLERK'S OFFICE
TOWN OF MASSACHUSETTS

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Ms. Crook, seconded by Mr. Degan, for approval of the minutes of the September 11, 2014 executive session and the October 9, 2014 regular meeting. Ms. Crook then withdrew her motion and Mr. Degan withdrew his second.

Mr. Cammarano entered the meeting at 6:30 p.m.

Ms. Crook made a motion, seconded by Mr. Degan, to table the approval of the minutes of the September 11, 2014 executive session and the October 9, 2014 regular meeting until the December meeting. Motion passed unanimously.

COMMUNICATIONS: None.

REPORT OF COMMITTEES: Mr. Chalke, Chair of the Budget Sub-Committee, reported that the sub-committee met on October 20th to discuss the carpentry building project, the health careers renovation, and the American Express payment incentive program. The next meeting is scheduled for November 24th at 5:00 p.m.

TREASURER'S REPORT: Mr. Chalke summarized warrants #13, 15, 17, and 19, highlighting some of the larger expenditures including health insurance, busing, utilities, and expenses associated with the construction of the carpentry annex. The Treasurer also discussed student activities warrants #2, 3, and 4.

At this point in the meeting, Mr. Corriveau made a motion, seconded by Ms. Crook, to move to agenda item 13A. Motion passed unanimously.

NEW BUSINESS:

Student Participation in the National Homebuilders' Association National Competition – Vincent Corsaro, Carpentry Instructor, informed the committee that five carpentry students have been invited to compete in the annual competition which will take place in Las Vegas in January of 2015. The local homebuilders' association has already donated \$2,400 to be used for the students' travel expenses. The PTO will be donating money as well. Mr. Corriveau made a motion, seconded by Mr. Chalke, to allow five carpentry students to travel out of state to participate in the National Homebuilders' Association National Competition in Las Vegas. Motion passed unanimously.

SUPERINTENDENT'S REPORT: Mr. Dutch updated the committee on recent district activities including:

Disaster Recovery – The Superintendent participated in a webinar with a company dealing with disaster recovery. If the district decided to utilize their services, the company would develop a contingency plan and would assist with setting up offices and modular classrooms in the event of a catastrophe.

American Express – The district is now participating in a program that uses American Express as a purchasing card. The district pays invoices using American Express for companies that accept that form of payment. There are rebate incentives for paying bills within a certain timeframe. It is estimated that the district will receive \$60,000 back per year through this program.

Plumbing Board – The state's plumbing board has regulatory ability through legislation and the board moved to a requirement of a 6:1 student:teacher ratio when working on municipal projects. The board is considering to now move to a 8:1 ratio which will still make outside projects difficult as the ratio has been 10:1 in the past.

Grants – As mentioned at previous meetings, the district has applied for three separate grants in recent weeks and is awaiting the award decisions at this time. UCT has partnered with Wareham Public Schools in applying for an Innovative Schools grant which is strictly a grant that would fund planning. Mr. Dutch explained that about 30 freshmen from the town of Wareham do not get accepted for admission to UCT each year. Unfortunately, most of these students do not become "successful" at the high school they end up attending. If awarded, this grant would fund research into a program that would have these students attend Wareham High School each day from 11 a.m. to 2 p.m. for academics and then be transported to UCT from 2:30 to 5:30 p.m. to participate in a vocational program. Only students who applied to Upper Cape Tech and were not accepted would be eligible for participation in the program. The Superintendent emphasized the fact that this was strictly a planning grant and that a great deal of research would have to be done before deciding if this was a program that we would want to institute. He added that the school has been approached by the Cape Cod Collaborative to implement a similar program on a much smaller scale.

School Website – Mr. Dutch has interviewed five website development companies and obtained price quotes ranging from a template at a cost of \$5,000 to a custom designed website at a cost of anywhere between \$40,000 and \$70,000. He has narrowed the search down to the two lower priced companies; one at a cost of \$5,000 and the other at a cost of \$7,000. The Superintendent will forward information on both companies to the committee via e-mail.

Professional Development – Mr. Dutch stated that he will be e-mailing the committee requesting their feedback as to what they would like in terms of professional development. He also invited the committee to attend the next in-service for teachers which is scheduled for Wednesday, December 3rd at 12:00 p.m. when motivational speaker, Loretta LaRoche, will present to the faculty.

PRINCIPAL'S REPORT: Mr. Forget welcomed the new members to the committee. He then updated the committee on school activities encouraging the members to attend

the Grade 8 Open House which will take place on Thursday, November 20th. Dinner will be served at 5 p.m. with the presentations beginning at 6 p.m. The fall sports banquet will be held on November 18th with the winter sports meetings starting to take place as well. The students are excited to have a UCT hockey team for the first time this winter. Mr. Forget informed the committee that the MCAS retests took place yesterday and today. The only retests necessary were in Mathematics; all students passed the English Language Arts exams last spring. Auditions are upcoming for the spring production of Pinocchio and the annual Craft Fair will be held on November 22nd and 23rd. There are approximately 160 vendors this year as the fair continues to grow on an annual basis. Horticulture students recently returned from the Future Farmers of America national competition in Louisville, Kentucky where they earned one gold medal and three silver medals. Students will also be traveling to the SkillsUSA fall leadership conference from November 22nd through the 25th. Finally, the Principal reported that approximately 40 students recently attended the junior ring breakfast where they were able to order their class rings.

At this point in the meeting, Mr. Dutch discussed the traffic situation at the bottom of the hill when school is dismissed. The School Safety and Security Specialist has been trained as a flagger and has been stopping traffic and orchestrating the dismissal for the past three years. However, with the increased traffic flow in the area, it has become a dangerous situation for anyone other than a uniformed police officer. Thus, Mr. Forget approached the Bourne Police Department about hiring a detail officer to direct traffic at dismissal time. The police union has agreed to reduce their four-hour minimum to a two-hour minimum for this purpose which would cost the district \$100 per day. The detail will be posted and on the days that no officer accepts the assignment, the department will send a cruiser over to coordinate the dismissal if one is available. Ms. Crook made a motion, seconded by Mr. Corriveau, to hire a police detail for the remainder of the school year to direct traffic upon the dismissal of school. Four in favor; Mr. Chalke opposed – Motion passed.

OLD BUSINESS:

School Climate Survey – At the September meeting, the committee asked the Superintendent to gather information on school climate surveys. He provided information regarding alternatives in the mailout that explained how to measure school climate via surveys. The committee discussed the various options available and how they would like to proceed. One company researched will administer a comprehensive survey and results at an approximate cost of \$500. Another company has recently developed a school climate survey and is seeking pilot schools to participate in the program at no cost to the district. Ms. Crook made a motion, seconded by Mr. Degan, to direct the Superintendent to conduct further research regarding both options and the definitive costs and expected outcomes associated with both companies reporting back to the committee at the December meeting. Motion passed unanimously.

NEW BUSINESS:

Sub-Committee Assignments – Committee members were provided with the existing sub-committee membership and information regarding the frequency with which each sub-committee meets. Committee members were asked to identify three or four sub-committees that they would like to serve on and to provide that information to Ms. Brito prior to the December meeting who will then forward it to Mr. Fichtenmayer. The Chair explained that temporary additional members needed to be appointed to the Budget Sub-Committee effective immediately so that the sub-committee can continue to function until the December meeting when the sub-committees are officially appointed. Mr. Fichtenmayer removed Mr. Mancini from the Budget Sub-Committee as he is no longer able to attend the meetings. Mr. Chalke, Ms. Crook, and Mr. Cammarano were appointed to serve on the Budget Sub-Committee until the December School Committee meeting. The Budget Sub-Committee will meet on Monday, November 24th at 5 p.m.

14-Passenger Activity Bus Purchase Award – The Superintendent informed the committee that funding had been appropriated for this purchase and that bids were received from four companies. The bids were evaluated and scored using comparative criteria with the low bidder receiving the highest score. Mr. Chalke made a motion, seconded by Mr. Degan, to follow the recommendation of the Superintendent and award the bid for the purchase of a 2015 14-passenger activity mini-bus to low bidder, Dattco Sales and Services, at a cost of \$44,199.00. Motion passed unanimously.

Approval of Fall Program Advisory Minutes – Mr. Degan made a motion, seconded by Ms. Crook, to approve the minutes of the fall program advisory meetings as presented. Discussion ensued regarding the interest expressed by the Carpentry instructors in becoming involved with home construction for profit. After a lengthy discussion, the committee agreed the school would be better suited to become involved in more Habitat for Humanity projects. Motion passed unanimously.

At this point in the meeting, committee members inquired about the status of the construction of the Carpentry annex. Mr. Dutch reported that the project has been held up as a result of delays on the part of NSTAR. Additionally, the insulation cannot be installed until mid-December which is holding up the completion of other tasks. The Superintendent stated that his goal for completion of the building is mid-January which is a very optimistic target. He will continue to update the committee on the progress of the building.

Mr. Degan made a motion, seconded by Ms. Crook, to adjourn the regular meeting at 8:40 p.m. Motion passed unanimously.

Date: _____

(Seal)

A True Copy Attest

Robert A. Dutch
Robert A. Dutch, Secretary

Upper Cape Cod Regional Technical School

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

Robert A. Dutch
Superintendent

Telephone: 508-759-7711
FAX: 508-759-7208

REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
November 24, 2014

BUDGET SUB-COMMITTEE MEETING
5:00 – CONFERENCE ROOM

AGENDA

1. Approval of Minutes of October 20, 2014 Meeting
2. Project Update
3. FY16 Budget Prep
4. Other

2014 NOV 19 AM 8 40
TOWN CLERK'S OFFICE
BOURNE, MASS

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



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

Posted 11/19/2014

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REGIONAL SCHOOL COMMITTEE MEETING

MONDAY
NOVEMBER 24, 2014

POLICY SUB-COMMITTEE
9:00 A.M. - CONFERENCE ROOM

2014 NOV 19 PM 3 27
TOWN CLERK'S OFFICE
BOURNE, MASS

1. ADDA - Background Checks
2. DJA - Purchasing Authority
3. DJE - Bidding Requirements
4. GCCD - Domestic Violence Leave
5. JH - Student Absences and Excuses
6. JIC - Student Discipline
7. JII - Student Complaints and Grievances
8. JK - Student Conduct
9. Potassium Iodide Administration



BOURNE - FALMOUTH - MARION - SANDWICH - WAREHAM

**Upper Cape Cod Regional Technical School
SCHOOL COUNCIL
2014-2015**

*Agenda - Monday, December 1, 2014
Conference Room
8:00 AM*

- Grade Eight Open House
- UCT Sports Update~Mike Herson, Athletic Director
- SkillsUSA Leadership Conference, Marlborough, MA ~ Ernie Yeaw, SkillsUSA advisor

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

2014 NOV 25 PM 2 16
TOWN CLERK'S OFFICE
BOURNE, MASS



Upper Cape Cod Regional Technical School

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

Robert A. Dutch
Superintendent

REGIONAL SCHOOL COMMITTEE MEETING THURSDAY - DECEMBER 11, 2014

Telephone: 508-759-7711
FAX: 508-759-7208

REGULAR SCHOOL COMMITTEE MEETING 6:15 P.M. - MULTI-PURPOSE ROOM

1. Meeting Called to Order
2. Committee Reorganization
3. Student Advisory Representative
4. Student Spotlight
5. Public Participation
6. Approval of Minutes of the September 11, 2014 Executive Session, October 9, 2014 Regular Meeting, and November 13, 2014 Regular Meeting (VOTE)
7. Communications
8. Report of Committees
9. Treasurer's Report
10. Superintendent's Report
11. Principal's Report
12. Old Business
 - A. School Climate Survey
 - B. Sub-Committee Assignments
 - C. Carpentry Building Update
13. New Business
 - A. MCAS Report
 - B. Out of State Skip Trip Approval (VOTE)
 - C. Representative to Cape Cod Collaborative Board of Directors (VOTE)
 - D. Policy - First Reading
 - a. ADDA - Background Checks
 - b. DJA - Purchasing Authority
 - c. DJE - Bidding Requirements
 - d. GCCD - Domestic Violence Leave Policy
 - e. JH - Student Absences and Excuses
 - f. JIC - Student Discipline
 - g. JII - Student Complaints and Grievances
 - h. JK - Student Conduct
 - i. Potassium Iodide Distribution Policy
 - E. Non-Contractual Pay Scale (VOTE)

2014 DEC 3 AM 8 59
TOWN CLERK'S OFFICE
BOURNE, MASS

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



2015 JAN 15 AM 10 35

UPPER CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT COMMITTEE
DECEMBER 11, 2014 MEETING HELD AT THE SCHOOL
TOWN CLERK'S OFFICE
DORCHESTER, MASS

PRESENT: Robert Fichtenmayer, Chair; Dominic Cammarano; Steven Chalke; Thomas Corriveau; Mary Crook; Michael Degan; Elizabeth Magauran; Julie Wing; 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.

COMMITTEE REORGANIZATION:

Mr. Dutch called for nominations for the position of Chairperson to the School Committee for the current term.

Chairperson Position:

Mr. Corriveau nominated Mr. Fichtenmayer for Chairperson, seconded by Ms. Crook. Roll call vote – Motion passed unanimously.

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

Vice-Chairperson Position:

Mr. Chalke nominated Mr. Degan for Vice-Chairperson, seconded by Mr. Corriveau. Roll call vote – Motion passed unanimously.

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

Treasurer Position:

Mr. Degan nominated Mr. Chalke for Treasurer, seconded by Ms. Magauran. Roll call vote – Motion passed unanimously.

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

Secretary Position:

Mr. Fichtenmayer nominated Mr. Dutch for Secretary, seconded by Mr. Chalke. Roll call vote – Motion passed unanimously.

Mr. Dutch was re-elected as Secretary to the Upper Cape Cod Regional Vocational-Technical School District.

STUDENT ADVISORY REPRESENTATIVE: Shawn Robichaud, a sophomore in Engineering Technology from the town of Falmouth, updated the committee on recent student activities. He discussed the drama club's production of the *Robbed Reindeer. Pinocchio* will be their next production.

Mr. Cammarano entered the meeting at 6:20 p.m.

Shawn also discussed National Honor Society, Human Rights Club, and InterAct activities. He discussed the honor roll sundae party that was held for those students who were named to the honor roll for the first marking period of the school year. He informed the committee that the UCT Rams were victorious in the Thanksgiving Day football game. Finally, Shawn stated that the winter sports season has begun with UCT having their own hockey team for the first time. 26 players have signed up for the team.

STUDENT SPOTLIGHT: Victoria DeCosta, Special Education instructor and SkillsUSA co-advisor, thanked the committee for their support of the SkillsUSA program and discussed the fall leadership conference that she and co-advisor, Ernest Yeaw, attended along with several students. She introduced leadership conference participants, Casey Coulombe and Joshua Kowzic, to the School Committee. Casey is a junior from the town of Bourne and Joshua is a sophomore also from the town of Bourne. The students discussed the various activities and group exercises that they participated in during the conference. Both students' groups chose Membership Promotion as their topic area for the competition. Casey and Joshua explained the projects completed by their group, with Joshua informing the committee that his group earned a bronze medal in the competition. The students stated that they learned a lot from their attendance at the conference and both are looking forward to attending again next year.

PUBLIC PARTICIPATION: None.

APPROVAL OF MINUTES: A motion was made by Mr. Degan, seconded by Ms. Crook, for approval of the minutes of the September 11, 2014 executive session. 5 in favor; Mr. Corriveau, Mr. Cammarano, and Ms. Wing abstained – Motion passed. Mr. Degan made a motion, seconded by Ms. Crook, for approval of the minutes of the October 9, 2014 regular meeting. 4 in favor; Mr. Chalke, Mr. Corriveau, Mr. Cammarano, and Ms. Wing abstained – Motion passed. Mr. Degan made a motion, seconded by Mr. Corriveau, for approval of the November 13, 2014 regular meeting. 7 in favor; Ms. Magauran abstained – Motion passed.

COMMUNICATIONS: Mr. Dutch read an e-mail from a paraprofessional who recently provided a tour of the school to a selectman from Bourne and his wife who happened to be in the building for lunch one day. They were very impressed with what they saw and the activities that the students were engaged in. The Superintendent also read a letter of resignation from an Automotive Collision Technology teacher who was hired at the start of the school year and is resigning for family reasons.

REPORT OF COMMITTEES: Ms. Crook reported that the Policy Sub-Committee met recently and will present policies at tonight's meeting for a first reading. Mr. Fichtenmayer stated that he attended four meetings of the Cape Cod Collaborative this month. One issue that has been put forth for consideration is replacing February and April school vacations and replacing it with a one-week vacation in March. The committee agreed that this change would simply complicate schedules and were not in favor of it. Mr. Chalke, Chair of the Budget Sub-Committee, reported that the sub-committee met on November 24th to discuss the carpentry building project, the health careers renovation, the retirement obligation projection, and the excess and deficiency fund. Just over \$200,000 of excess and deficiency will be applied to the FY16 budget. The next meeting is scheduled for January 5th.

TREASURER'S REPORT: Mr. Chalke summarized warrants #20 and 23, highlighting some of the larger expenditures including health insurance, busing, culinary food, and upgrading of the fire panel. The Treasurer also discussed student activities warrant #5.

SUPERINTENDENT'S REPORT: Mr. Dutch informed the committee that he would be combining the Superintendent's Report with the Principal's Report as Mr. Forget is not in attendance at tonight's meeting. He updated the committee on recent district activities including:

Grants – Mr. Dutch reported that he is still waiting for notification regarding the grants that he discussed at last month's meeting. As far as the Innovation Grant that UCT applied with in collaboration with Wareham High School is concerned, the grant application was selected for an interview to provide further information. Representatives of UCT and Wareham Public Schools traveled to the Department of Elementary and Secondary Education for this purpose and should be notified of the outcome sometime in January.

Tent Talks – The Tent Talks that the Superintendent conducts with each of the technical and academic areas to touch base and hear concerns are ongoing. It appears that things are going well throughout the building. One concern that has been stated repeatedly is the poor internet service, thus we may have to look at some sort of upgrade in the future.

Budget – The departments are in the process of formulating their budgets. Mr. Dutch will be meeting with the individual departments beginning next week to discuss their needs.

Retiree Benefits – The Superintendent met today with school administrators from the other districts that have been affected by this. The group has decided to request forgiveness for the three years of retroactive payments they have been asked to pay. At this point, the district has incorporated the projected payment into the FY16 budget as a safeguard.

9C Cuts – The 9C cuts will result in a loss of 30% of the transportation funding. Fortunately, Mr. Dutch informed the committee that only a 60% reimbursement rate was used when formulating the district's budget rather than the expected 90%.

Sub-Committees – The Superintendent stated that he will be scheduling a joint meeting of the Long-Range Planning Sub-Committee and the Curriculum Sub-Committee so that they may discuss curriculum and potential new building projects.

Construction Update – Sod and irrigation are in place on the new softball field. Installation of fencing is underway and the dugouts still need to be constructed. Before paving the additional parking area, drainage needs to be addressed and lighting needs to be installed.

Wastewater Treatment Plant – Construction of the gravity sewer is 95% complete and should be finished within the week. The bid for the actual plant will be advertised in the Central Register within the next two weeks with a bid deadline of February 2, 2015 and a projected completion date of September 2015.

Holiday Buffet – The Superintendent reminded the committee that the Holiday Buffet will be held on December 19th and invited members to attend.

Open House – Mr. Dutch informed the committee that 23 more families attended this year as compared to last year. There were over 1,000 people in the building that evening and he has received nothing but positive feedback from those who attended as well as from the staff.

At this point in the meeting, Ms. Crook made a motion, seconded by Mr. Corriveau, to move to Agenda Item 13A – MCAS Report. Motion passed unanimously.

NEW BUSINESS:

MCAS Report – Susan White, Director of Guidance, Curriculum and Instruction, presented the results of the MCAS tests administered last spring. She compared the results to the state scores as well as to the scores of the surrounding districts. Ms. White discussed in detail what is being done for those students that have to take the re-test including how the students are prepared and the remediation they receive.

OLD BUSINESS:

School Climate Survey – Mr. Dutch reported that he obtained price quotes from three different companies. He explained the services offered by the three companies and detailed the costs associated with those services.

Ms. Magauran left the meeting at 7:50 p.m.

Ms. Crook made a motion, seconded by Ms. Wing, to enter into a contract with Culture Amp for the purpose of conducting a school climate survey at a cost of \$2,400.00. 5 in favor; Mr. Cammarano abstained. Motion passed.

Sub-Committee Assignments – The sub-committees were formed as follows:

<p><u>NEGOTIATIONS</u> MARY CROOK THOMAS CORRIVEAU ROBERT FICHTENMAYER</p>	<p><u>HEALTH AND SAFETY</u> ELIZABETH MAGAURAN JULIE WING</p>
<p><u>POLICY BOOK</u> MARY CROOK, CHAIR ELIZABETH MAGAURAN JULIE WING</p>	<p><u>SICK LEAVE BANK</u> MICHAEL DEGAN ROBERT FICHTENMAYER</p>
<p><u>BUDGET</u> STEVEN CHALKE, CHAIR MARY CROOK MICHAEL DEGAN DOMINIC CAMMARANO</p>	<p><u>SUPERINTENDENT EVALUATION</u> STEVEN CHALKE MARY CROOK ROBERT FICHTENMAYER</p>
<p><u>CURRICULUM</u> MARY CROOK MICHAEL DEGAN THOMAS CORRIVEAU</p>	<p><u>LONG RANGE PLANNING / GOALS</u> STEVEN CHALKE MICHAEL DEGAN ROBERT FICHTENMAYER</p>
<p><u>LAND USE</u> MICHAEL DEGAN THOMAS CORRIVEAU STEVEN CHALKE</p>	

Carpentry Building Update – Mr. Dutch explained that the installation of the insulation was delaying the project as it wasn't going to be installed until January. He was able to locate a different company that could begin installing the insulation immediately. Once the insulation is complete, the staff and students will begin work on the drywall. The Superintendent has obtained three quotes for the plaster and there is already a contract in place for the ventilation as well as the installation of ceiling tiles and flooring. At this point, Mr. Dutch is hoping for an occupancy permit by the end of January.

NEW BUSINESS:

Out of State Ski Trip Approval – Mr. Dutch informed the committee that he had been approached by a group of faculty members that wanted to put together a ski trip for students. The trip would be on a Saturday to Mt. Sunapee in New Hampshire. There would be no cost nor liability to the school. Mr. Degan made a motion, seconded by Ms. Crook, for approval of an out of state ski trip to Mt. Sunapee in New Hampshire. Motion passed unanimously.

Representative to Cape Cod Collaborative Board of Directors – Mr. Corriveau made a motion, seconded by Mr. Chalke, to appoint Mr. Fichtenmayer as the Upper Cape Cod Regional Technical School District Committee representative to the Cape Cod Collaborative Board of Directors. Motion passed unanimously.

Policy–First Reading – The following policies were presented for a first reading:

- ADDA – Background Checks
- DJA – Purchasing Authority
- DJE – Bidding Requirements
- GCCD – Domestic Violence Leave Policy
- JH – Student Absences and Excuses
- JIC – Student Discipline
- JII – Student Complaints and Grievances
- JK – Student Conduct
- Potassium Iodide Distribution Policy

Non-Contractual Pay Scale – Committee members were provided with a pay scale for all non-contractual employees other than the confidential administrative assistants, the controller, and the school safety and security specialist. Mr. Dutch recommended that individual one-year contracts be developed for those four positions. Ms. Crook suggested that the Director of the Early Learning Center be changed from a stipended position to a salaried position. Mr. Degan made a motion, seconded by Mr. Corriveau, to approve the non-contractual salary scale as presented with the change of the Director of the Early Learning Center from a stipended to a salaried position. Motion passed unanimously.

Mr. Fichtenmayer asked the newly-elected committee members to visit the Upper Cape Tech website and to look under the School Committee section to see the statements that the existing members have made. He instructed the new members to submit their statements to him if they would like them published on the school's website.

Mr. Chalke made a motion, seconded by Mr. Corriveau, to adjourn the regular meeting at 8:50 p.m. Motion passed unanimously.

A True Copy Attest

Date: _____

1/12/15
(Seal)

Robert A. Dutch
Robert A. Dutch, Secretary

BOARD OF MANAGERS

AGENDA

2014 JAN 2 AM 10:40

UPPER CAPE REGIONAL TRANSFER STATION

TOWN CLERK'S OFFICE

BOURNE, MASS

January 8, 2014

8:00 am

Mashpee Town Hall

16 Great Neck Road North

1. New Business:

- a. Approve minutes of December 11, 2013 meeting.
- b. Approve December 2013 Residential Tonnage of 1854.47 tons for reporting to SEMASS. Total Residential and Commercial is 2625.51 tons.
- c. Discussion of application for CIC Grant
- d. Discussion of Reduced Winter Rate

2. Other Business:

- a. Discussion of future agenda.

3. Next regular meeting is Wednesday, February 12, 2014.

BOARD OF MANAGERS 2014 FEB 4 PM 2 42
AGENDA
UPPER CAPE REGIONAL TRANSFER STATION TOWN CLERK'S OFFICE
BOURNE, MASS

February 12, 2014
8:00 am
Mashpee Town Hall
16 Great Neck Road North

1. New Business:

- a. Approve minutes of January 8, 2013 meeting.
- b. Approve January 2014 Residential Tonnage of 1679.99 tons for reporting to SEMASS. Total Residential and Commercial is 2417.13 tons.
- c. Discussion and verification of rail shortfall
- d. Discussion of payment of Noonan Bros. trucking invoice from May 2013 rail shutdown
- e. Review and approval of FY15 Operating Budget
- f. Update on future use of UCRTS
- g. Review and discussion of draft IMA

2. Other Business:

- a. Discussion of future agenda.

3. Next regular meeting is Wednesday, March 12, 2014.

BOARD OF MANAGERS
AGENDA
UPPER CAPE REGIONAL TRANSFER STATION

2014 MAY 8 AM 8 39

TOWN CLERK'S OFFICE
BOURNE, MASS

May 14, 2014
8:00 am
Mashpee Town Hall
16 Great Neck Road North

1. New Business:
 - a. Approve minutes of March 2014 meeting.
 - b. Approve March 2014 Residential Tonnage of 1533.86 tons for reporting to SEMASS. Total Residential and Commercial is 2175.01 tons.
 - c. Approve April 2014 Residential Tonnage of 1848.72 tons for reporting to SEMASS. Total Residential and Commercial is 2780.06 tons.
 - d. Review/discussion of draft RFP for Feasibility Study
 - e. Discussion of unpaid Noonan Trucking Invoice
2. Other Business:
 - a. Discussion of future agenda.
3. Next regular meeting is Wednesday, June 11, 2014.

2014 JUL 17 PM 4 04

TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD OF MANAGERS
AGENDA
UPPER CAPE REGIONAL TRANSFER STATION

July 23, 2014
8:00 am
Mashpee Town Hall
16 Great Neck Road North

1. New Business:
 - a. Approve minutes of May 2014 meeting.
 - b. Approve May 2014 Residential Tonnage of 1993.70 tons for reporting to SEMASS. Total Residential and Commercial is 2755.68 tons.
 - c. Approve June 2014 Residential Tonnage of 2178.38 tons for reporting to SEMASS. Total Residential and Commercial is 3115.29 tons.
 - d. Review/approval of the selection criteria for the RFP for feasibility study consultant.
2. Other Business:
 - a. Discussion of future agenda.
3. Next regular meeting is Wednesday, Aug 13, 2014.

BOARD OF MANAGERS
AGENDA
UPPER CAPE REGIONAL TRANSFER STATION

Sept. 10, 2014
8:00 am
Mashpee Town Hall
16 Great Neck Road North

2014 SEP 4 PM 3 55
TOWN CLERK'S OFFICE
BOURNE, MASS

1. New Business:
2. Approve minutes of July 2014 meeting.
3. Approve July 2014 Residential Tonnage of 2766.76 tons for reporting to SEMASS. Total Residential and Commercial is 3957.40 tons.
4. Approve August 2014 Residential Tonnage of 2361.20 tons for reporting to SEMASS. Total Residential and Commercial is 3372.62 tons.
5. FY14 Budget Closeout
6. Review/approval of the selection criteria for the RFP for feasibility study consultant.
7. Other Business:
 - a. Discussion of future agenda.
8. Next regular meeting is Wednesday, Oct 8, 2014.

BOARD OF MANAGERS
AGENDA
UPPER CAPE REGIONAL TRANSFER STATION

Oct. 8, 2014
8:00 am
Mashpee Town Hall
16 Great Neck Road North

1. New Business:
2. Approve minutes of Sept. 2014 meeting.
3. Approve Sept. 2014 Residential Tonnage of 2111.89 tons for reporting to SEMASS.
Total Residential and Commercial is 3091.85 tons.
4. Funding for Feasibility Study (DLTA grant from CCC)
5. Short-term options for reuse of UCRTS
6. Other Business:
 - a. Discussion of future agenda.
7. Next regular meeting is Wednesday, Nov.12, 2014.

2014 OCT 3 PM 3 42
TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD OF MANAGERS
AGENDA
UPPER CAPE REGIONAL TRANSFER STATION

November 12, 2014
8:00 am
Mashpee Town Hall
16 Great Neck Road North

1. New Business:
2. Approve minutes of October 2014 meeting.
3. Approve October 2014 Residential Tonnage of 1970.51 tons for reporting to SEMASS.
Total Residential and Commercial is 2933.66 tons.
4. Closure Notice to MassCoastal Railroad and Haulers
5. Feasibility Study for Reuse of UCRTS – DLTA Grant
6. Decision on Short-term Operation of UCRTS versus Closure
7. Other Business:
 - a. Discussion of future agenda.
8. Next regular meeting is Wednesday, December 10, 2014.

2014 NOV 4 PM 1 53
TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD OF MANAGERS
AGENDA
UPPER CAPE REGIONAL TRANSFER STATION

November 12, 2014
8:00 am
Mashpee Town Hall
16 Great Neck Road North

1. New Business:
2. Approve minutes of October 2014 meeting.
3. Approve October 2014 Residential Tonnage of 1970.51 tons for reporting to SEMASS.
Total Residential and Commercial is 2933.66 tons.
4. Closure Notice to MassCoastal Railroad and Haulers
5. Feasibility Study for Reuse of UCRTS – DLTA Grant
6. Decision on Short-term Operation of UCRTS versus Closure
7. Removal Notice to MassCoastal on Storage of Passenger Rail Cars
8. Follow-up with MassCoastal on Delinquent Noonan Trucking Bill
9. Other Business:
 - a. Discussion of future agenda.
10. Next regular meeting is Wednesday, December 10, 2014.

2014 NOV 6 AM 10 51
TOWN CLERK'S OFFICE
BOURNE, MASS

BOARD OF MANAGERS
AGENDA
UPPER CAPE REGIONAL TRANSFER STATION

2014 DEC 4 PM 1 19
2014 DEC 4 PM 1 19
TOWN CLERK'S OFFICE
TOWN CLERK'S OFFICE
BOURNE, MASS
BOURNE, MASS

December 10, 2014
8:00 am
Mashpee Town Hall
16 Great Neck Road North

New Business:

Approve minutes of November 2014 meeting.

Approve November 2014 Residential Tonnage of 1236.79 tons for reporting to SEMASS.
Total Residential and Commercial is 1939.60 tons.

1. Discussion of DLTA grant for Feasibility Study
2. Discussion of Notice of UCRTS Closure to Mass Coastal, Haulers, and Employees
3. Review of Draft RFP for Short-Term Reuse of UCRTS
4. Update on Tipper Repair

Other Business:

- a. Discussion of future agenda.

Next regular meeting is Wednesday, January 14, 2014.



Town of Bourne

Wastewater Advisory Committee
Proposed Agenda
January 8, 2014, 7:00 pm
Bourne Community Center

2014 JAN 6 AM 9 40

TOWN CLERK'S OFFICE
BOURNE, MASS



1. Call meeting to order
2. Review/approve Minutes: meeting of December 4, 2013
3. Project coordinator and consultants: project report and discussion of hydrogeologic study
4. Discussion of workshop proposal and possible vote
5. Chair's report
6. Comments/reports from Committee members (for information only, no deliberation)
7. Public comment (for information only, no deliberation)
8. Identify future agenda items
9. Confirm next meeting and adjourn Wastewater Advisory Committee meeting


Sallie K. Riggs
Committee Chair

To Clerk's office 1/23 9 am



DRAFT – DRAFT – DRAFT



Town of Bourne

Wastewater Advisory Committee

Notes of the Meeting

January 8 2014; Bourne Memorial Community Center

2014 JAN 23 8:09 02
TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Committee members Mary Andrews, William W. Locke, Don Montour, Sallie K. Riggs; Project Coordinator Wesley Ewell; Selectmen Peter Meier and Linda Zuern; Fran Yanuskiewicz and Blake Martin, Weston & Sampson; Jim Mulvey.

Open meeting: Chairperson Sallie Riggs called the meeting to order at 7:02 pm.

Minutes: Sallie asked for additions or corrections to the Minutes of the meeting of December 4, 2013. She noted one misplaced word to be eliminated. There being no other corrections, it was then MOVED, SECONDED and VOTED to accept, with one abstention, the Minutes of the December 4 meeting as amended.

Chair's Report: Sallie reported that she and Wes had made a report from the Committee to the Board of Sewer Commissioners the night before. The Commissioners plan to meet on February 4 to vote a change in the Committee's charge to allow a staff member of the health department to be on the Committee if no Board of Health member will serve.

She also noted that she, Wes and Blake Martin from Weston & Sampson (W&S) had met with MA Department of Environmental Protection district representative Brian Dudley in mid-December to review the hydrogeologic study and its initial results. At the conclusion of the meeting Brian indicated that he did not see anything that prevents the Town from moving forward and that the Committee should begin reaching out to stakeholders, such as the Coalition for Buzzards Bay. Bill Locke volunteered to be the contact person for that action.

Project Coordinator's Report: Fran Yanuskiewicz and Blake Martin reported on W&S's recent activities and preliminary findings. They discussed further the proposed plan to position 200' x 110' subsurface disposal beds within Queen Sewell Park. Their analysis shows that the ground water flow from the beds in the southeast corner of the Park is toward the Cape Cod Canal whereas flows from beds placed further north would reach Buttermilk Bay. If the total build-out capacity of 335,000 gpd is considered, approximately 32 percent of the flow goes to Buttermilk Bay. There would be opportunities to mitigate that flow in the future. An extensive discussion followed considering options for phasing and mitigation.

Blake also strongly urged the Town to complete the hydrogeologic analysis and submit it to MA Dept. of Environmental Protection (MA DEP) for certification. Once certified the Town would have a protected equity asset. Sallie asked Wes to pursue the costs and timeline for this additional study and certification.

The final draft report has been reviewed by Wes and Sallie and W&S will get copies to Committee members soon.

Public/private partnership workshop: Committee members discussed the proposal for an educational workshop on public/private partnerships. It was agreed to sponsor such a workshop on February 5 from 5 to 7 pm. Members of appropriate Town committees will be invited to participate. Blake and Fran will prepare a PowerPoint presentation and Wes and Sallie will review it before the workshop

Comments from Committee members, public comment: There were none.

Next meeting: The next meeting will be the workshop set for February 5.

Adjourn: The meeting was adjourned at 8:37 PM.

To Clerk's office 1/31/14 9:45 am



Town of Bourne

Wastewater Advisory Committee
Proposed Agenda
February 5, 2014, 5:00 pm
Bourne Community Center

Workshop on public/private partnerships with members of invited committees: Board of Sewer Commissioners, Board of Health, Finance Committee, Capital Outlay Committee, Planning Board

1. Call meeting to order
2. Introductions, Purpose of workshop, and Background
3. Presentation and discussion of public/private partnerships
4. Public comment (for information only, no deliberation)
5. Adjourn Wastewater Advisory Committee meeting

2014 JAN 31 PM 10 06
TOWN CLERK'S OFFICE
BOURNE, MASS


Sallie K. Riggs
Committee Chair

To Clerk's office 1/31/14 9:45 am



Town of Bourne

Wastewater Advisory Committee
Proposed Agenda
February 5, 2014, 5:00 pm
Bourne Community Center

Workshop on public/private partnerships with members of invited committees: Board of Sewer Commissioners, Board of Health, Finance Committee, Capital Outlay Committee, Planning Board

1. Call meeting to order
2. Introductions, Purpose of workshop, and Background
3. Presentation and discussion of public/private partnerships
4. Public comment (for information only, no deliberation)
5. Adjourn Wastewater Advisory Committee meeting

Cancelled

2014 JAN 31 PM 10 06
TOWN CLERK'S OFFICE
BOURNE, MASS

Sallie K. Riggs
Sallie K. Riggs
Committee Chair

2014 FEB 6 AM 11 25
TOWN CLERK'S OFFICE
BOURNE, MASS

To Clerk's office 2/6/14 2:15 pm



Town of Bourne



Wastewater Advisory Committee
Proposed Agenda
February 12, 2014, 5:00 pm
Bourne Community Center

Workshop on public/private partnerships with members of invited committees: Board of Sewer Commissioners, Board of Health, Finance Committee, Capital Outlay Committee, Planning Board

1. Call meeting to order
2. Introductions, Purpose of workshop, and Background
3. Presentation and discussion of public/private partnerships
4. Public comment (for information only, no deliberation)
5. Adjourn Wastewater Advisory Committee meeting

2014 FEB 6 PM 2 15
TOWN CLERK'S OFFICE
BOURNE, MASS


Sallie K. Riggs
Committee Chair



Town of Bourne

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2014 JUN 3 AM 8 48

Wastewater Advisory Committee
Minutes of the Meeting
February 12, 2014; Bourne Memorial Community Center

TOWN CLERK'S OFFICE
BOURNE, MASS

To Clerk's office 6/3 8:45 am



Attending: Committee members Mary Andrews, Don Montour, Sallie K. Riggs; Project Coordinator Wesley Ewell; Don Ellis, Peter Meier, and Linda Zuern (Board of Selectmen), Mary Jane Mastrangelo (Capital Outlay Committee), Chris Farrell (Planning Board), Stan Andrews (Board of Health), Fran Yanuskiewicz and Blake Martin, Weston & Sampson.

Open meeting: Chairperson Sallie Riggs called the meeting to order at 5:05 pm.

Introduction, purpose of workshop and background: Committee chair Sallie Riggs explained that the purpose of the meeting was educational – to explore options and raise questions about public/private partnerships for wastewater treatment facilities. She emphasized that no decisions were to be made today.

Presentation, discussion and public comment: Fran Yanuskiewicz and Blake Martin from Weston & Sampson talked through a PowerPoint presentation (a copy is on file with the original of these Minutes) reviewing the work done to date toward expanding wastewater treatment capacity in Bourne's Downtown and the options for partnering with a private developer to accomplish the goal of adding capacity to support redevelopment and new development.

Among other comments made by the W&S staff, they indicated that the Queen Sewell Park site is an asset for the Town and that the Town was smart to look at the end of the process (where the treated wastewater will go) first.

At the end one of the questions raised came from Mary Jane: would the project require more money and when? The response was that we don't know yet – depends upon the next phase of hydrogeologic study.

Public/private partnership workshop: Committee members discussed the proposal for an educational workshop on public/private partnerships. It was agreed to sponsor such a workshop on February 5 from 5 to 7 pm. Members of appropriate Town committees will be invited to participate. Blake and Fran will prepare a PowerPoint presentation and Wes and Sallie will review it before the workshop
Comments from Committee members, public comment: There were none.

Next meeting: It was agreed that the next meeting would be set when there are results to report.

Adjourn: The meeting was adjourned about 6:00 PM.

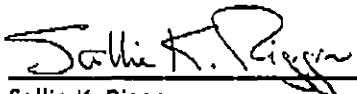
To Clerk's office 5/18/14 9 am



Town of Bourne

Wastewater Advisory Committee
Proposed Agenda
June 4, 2014, 7:00 pm
Bourne Community Center

1. Call meeting to order
2. Review/approve Minutes: meeting of February 12, 2014
3. Chair's report
4. Project coordinator's report
5. Comments/reports from Committee members (for information only, no deliberation)
6. Public comment (for information only, no deliberation)
7. Adjourn Wastewater Advisory Committee meeting



 Sallie K. Riggs
 Committee Chair

2014 MAY 19 PM 8 29
 TOWN CLERK'S OFFICE
 BOURNE, MASS

To Clerk's office 6/5/14 2 Pm



Town of Bourne



Wastewater Advisory Committee
Proposed Agenda
June 4, 2014, 7:00 pm
Bourne Community Center

2014 JUN 5 PM 1 57

TOWN CLERK'S OFFICE
BOURNE, MASS

NO QUORUM - NO MEETING NO MINUTES

1. Call meeting to order
2. Review/approve Minutes: meetings of January 8 and February 12, 2014
3. Chair's report
4. Project coordinator's report
5. Comments/reports from Committee members (for information only, no deliberation)
6. Public comment (for information only, no deliberation)
7. Adjourn Wastewater Advisory Committee meeting

Sallie K. Riggs
Committee Chair

To Clerk's office 10/9/14 10:15 am



Town of Bourne

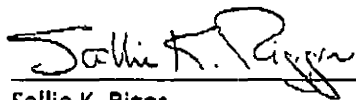
Wastewater Advisory Committee



Proposed Agenda
October 15, 2014, 7:00 pm
Bourne Community Center

NOTE: Any item specifically listed on this agenda may be subject to a vote.

1. Call meeting to order
2. Committee organization and officers
3. Review/approve Minutes: meeting of June 4, 2014
4. Background and activities since last meeting
5. Project coordinator's report and update on Weston & Sampson work
6. Discussion of next steps and strategies
7. Comments/reports from Committee members (for information only, no deliberation)
8. Public comment (for information only, no deliberation)
9. Set date for next meeting and adjourn meeting



 Sallie K. Riggs

2014 OCT 9 AM 10 22
 TOWN CLERK'S OFFICE
 BOURNE, MASS

To Clerk's office 10/9/14 10:25 am



Town of Bourne

Wastewater Advisory Committee



Proposed Agenda
October 15, 2014, 7:00 pm
Bourne Community Center

POSTPONED

NOTE: Any item specifically listed on this agenda may be subject to a vote.

1. Call meeting to order
2. Committee organization and officers
3. Review/approve Minutes: meetings of January 8 and February 12, 2014
4. Background and activities since last meeting
5. Project coordinator's report and update on Weston & Sampson work
6. Discussion of next steps and strategies
7. Comments/reports from Committee members (for information only, no deliberation)
8. Public comment (for information only, no deliberation)
9. Set date for next meeting and adjourn meeting

2014 OCT 14 PM 3:11
 TOWN CLERK'S OFFICE
 BOURNE, MAS

Sallie K. Riggs

 Sallie K. Riggs

To Clerk's office 10/22/14 1:30 pm



Town of Bourne

Wastewater Advisory Committee



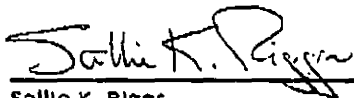
2014 OCT 22 AM 6 08

TOWN CLERK'S OFFICE
BOURNE, MASS

Proposed Agenda
October 29, 2014, 7:00 pm
Bourne Community Center

NOTE: All items listed on this agenda are subject to deliberation and vote(s) by members of the Wastewater Advisory Committee.

1. Call meeting to order
2. Committee organization and officers
3. Review/approve Minutes: meetings of January 8 and February 12, 2014
4. Background and activities since last meeting
5. Project coordinator's report and update on Weston & Sampson work
6. Discussion of next steps and strategies
7. Comments/reports from Committee members (for information only, no deliberation)
8. Public comment (for information only, no deliberation)
9. Set date for next meeting and adjourn meeting



 Sallie K. Riggs



Town of Bourne

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To Clerk's office 1/23 9 am



Wastewater Advisory Committee
Minutes of the Meeting

2014 OCT 31 AM 11 21

October 29, 2014; Bourne Memorial Community Center
TOWN CLERK'S OFFICE
BOURNE, MASS

Attending: Committee members Mary Andrews, Judy Conron, Terri Guarino, William W. Locke, Nolan LeRoy, Sallie K. Riggs; Project Coordinator Wesley Ewell; Jim Mulvey.

Open meeting: Sallie Riggs called the meeting to order at 7:00 pm. Because there are new members of the committee, Sallie asked for introductions around the table. After that there was a brief discussion about the lack of a committee member to fill the spot described in the charge to the committee as: *a commercial customer of the sewered area within the Town of Bourne*. A couple possibilities were mentioned and Sallie asked everyone to keep this need in mind.

Organization and officers: Sallie noted that a question had been raised about meeting at 7 pm – could the meetings begin in the late afternoon instead. After a brief discussion there was consensus to meet at 5 pm and to see how that works for everyone.

Sallie asked for nominations for officers. Several people nominated Sallie as chair. It was **MOVED**, **SECONDED** and **VOTED** unanimously to elect Sallie as chair. Bill Locke was nominated as vice chair. It was **MOVED**, **SECONDED** and **VOTED** unanimously to elect William W. Locke as vice chair. There were no nominations for Secretary, but Judy Conron volunteered to serve as secretary on a rotating basis with others. There was consensus to have a "rotating" clerk.

Minutes: Sallie asked for additions or corrections to the Minutes of the meetings of January 8, 2014 and February 12, 2014. Noting no corrections, it was then **MOVED**, **SECONDED** and **VOTED** with three abstentions to accept, the Minutes of the January 8, 2014 meeting as circulated. It was then **MOVED**, **SECONDED** and **VOTED** with five abstentions to accept, the Minutes of the February 12, 2014 meeting as circulated.

Background and recent activities: Sallie noted the committee had not met in some time. In the meantime, there have been activities in two major areas: 1) Wes has been working with the consultants on the hydrogeologic study, which will be reported next and 2) a developer has requested allocation for his plans for the Byron property and a parcel across from Town Hall. That developer's request caused the Board of Sewer Commissioners to develop a complete picture of the allocation of sewer flow. Usually people referred to the flow data of about 100,000 gallons per day (gpd). However, the allocation figures are quite different: 185,000 gpd. With the developer's first idea of a large mixed-use building using around 40,000 gpd, it became clear that the Town did not have that available.

Two actions resulted: first, the developer switched his plans so that the Phase One development would be a hotel and conference center, which would need smaller flow amounts, and second, the Board of Sewer Commissioners voted to authorize Town Administrator Tom Guerino to explore with the Dept. of Environmental Protection (DEP) the possibility of reducing the allocation to Hideaway Village from 60,000 gpd to something in the vicinity of 35,000 gpd. Late in the summer DEP agreed to the re-allocation and Hideaway Village agreed. The developer returned to the Board of Sewer Commissioners on September 30 and requested 27,108 gpd for the hotel/conference center. It was granted with the

condition that he report back to the Board in 12 months to report on the project's progress. No progress would jeopardize the allocation. The discussion concluded with agreement to follow the developer's progress and be prepared in case a recommendation is needed from the Committee.

Project Coordinator's Report: Wes referred to the draft report that he had circulated earlier to Committee members. He asked for any comments from Committee members by the middle of next week as he is meeting with Weston & Sampson on Thursday. Basically the report states that the Queen Sewell Park site has the capacity to handle subsurface dispersal of 335,000 gpd of treated wastewater. In order for the Town to build out to the whole 335,000 gallon capacity, some mitigation must occur along the flow path to Buttermilk Bay. About 100,000 gallons, a phase one amount, would flow toward the Cape Cod Canal and not affect Buttermilk Bay.

The importance of the report, which will be submitted to the MA DEP, is that DEP can designate the site for underground dispersal of treated wastewater, a permanent designation that gives that use first priority for the site. The final draft of the report should be ready shortly after Wes meets with Weston & Sampson.

After discussion it was agreed to review the report again and, if all is well, to vote to accept it and forward it to the Board of Sewer Commissioners with a recommendation to accept it and send it to the MA DEP. The Committee would also suggest wording for a letter from the Commissioners.

Wes went on to discuss other possibilities for wastewater handling. These possibilities need additional research and follow-up. He also noted that the budget authorized by Town Meeting in November 2012 is just about used up. He needs to get final figures from Weston & Sampson to determine the exact status of the \$145,000 allocation. There was discussion about how to find additional funds – Wes would like to see at least \$500 per month for the next two years allocated for his work, along with whatever other expenses are identified. The discussion concluded with agreement that this is a continuing agenda item in preparation for the next Town Meeting, likely in February 2015.

Comments from Committee members: There were none.

Public comment: Jim Mulvey expressed his concern that as growth occurs that it be "appropriate" growth.

Next meeting: The next meeting was set for November 19 from 5 to 6:30 pm.

Adjourn: The meeting was adjourned at 8:43 PM.

To Clerk's office 11/13/14 10 am



Town of Bourne

Wastewater Advisory Committee



Proposed Agenda
November 19, 2014, 5:00 pm
Bourne Community Center

NOTE: All items listed on this agenda are subject to deliberation and vote(s) by members of the Wastewater Advisory Committee.

1. Call meeting to order
2. Review/approve Minutes of meeting on October 29, 2014
3. Project coordinator's report
 - a. Review Weston & Sampson report
 - b. Possible vote to accept report and forward to Board of Sewer Commissioners
 - c. Status of allocated \$145,000
 - d. Other updates
4. Discussion of next steps and strategies
 - a. Report to Board of Sewer Commissioners
 - b. Potential sites for wastewater treatment plant
 - c. Other
5. Comments/reports from Committee members (for information only, no deliberation)
6. Public comment (for information only, no deliberation)
7. Set date for next meeting and adjourn meeting

2014 NOV 13 AM 10 06
TOWN CLERK'S OFFICE
BOURNE, MASS

Sallie K. Riggs, Chair

To Clerk's office 11/26 10:40 am



Town of Bourne

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NOV 26 AM 10 47
CLERK'S OFFICE
BOURNE, MASS

Wastewater Advisory Committee
Minutes of the Meeting
November 19, 2014; Bourne Memorial Community Center

Attending: Committee members Mary Andrews, Judy Conron, Terri Guarino, William W. Locke, Sallie Riggs; Project Coordinator Wesley Ewell.

Open Meeting: Chair Sallie Riggs called the meeting to order at 5:02 pm.

Minutes: Sallie asked for additions or corrections to the minutes of the meeting of October 29, 2014. Noting no corrections, it was then MOVED, SECONDED and VOTED to accept the Minutes as circulated for the meeting of October 29, 2014.

Project Coordinator's Report: Wes thanked those who submitted comments after reviewing Weston & Sampson's Hydrogeologic Investigation Report. These comments have been passed along to the engineers at Weston & Sampson for further evaluation.

Wes then summarized the status of the allocated \$145,000. The current balance of the account is \$22,082.34. There is a final invoice to Weston & Sampson of \$21,500 which includes all costs associated with the completion of the project and the DEP submission. The remaining funds will be used to compensate the project coordinator.

Possibilities for handling wastewater were discussed including the state's position on the EPA's ruling for ocean discharge and what the permitting costs and processes would be, and networking with Massachusetts Maritime Academy (MMA) and the Town of Wareham. MMA currently possesses one of two permits allowing the discharge of treated wastewater into the Cape Cod Canal. On the other hand, Wareham has capacity to treat wastewater but seeks a means for output. Korrin Peterson, attorney for the Buzzards Bay Coalition, will arrange a meeting with the head of the Wareham Treatment Plant and our project coordinator. There was further discussion about MMA and President Gurnon's presence at the meeting of the Board of Selectmen on November 19, 2014. The committee agreed that communicating with MMA and Wareham will be extremely beneficial for wastewater planning in the Town of Bourne.

The committee expressed interest in scheduling tours of nearby wastewater treatment plants. This is a topic for future discussion with all interested parties.

Discussion of Next Steps and Strategies: The committee is hoping to schedule a meeting with the Board of Sewer Commissioners on December 9 or 16, 2014. This is dependent upon the completion of Weston & Sampson's report and scheduling a meeting around the holidays. At this meeting, the committee will recommend that the Board of Sewer Commissioners submit Weston & Sampson's Report to Mass DEP and provide a draft of a cover letter from the Commissioners to forward with the report. It was suggested that the Main Street Steering Committee be asked for a letter of endorsement for this action.

Any new information regarding MMA, the Town of Wareham, and possible WWTP tours will also be discussed.

We suggested an option for wastewater treatment of up to 80,000 gallons using two Bioclear units. These units could be installed underground and be up and running quickly at the Queen Sewell Park site if permitted.

Committee members suggested that the next Town Meeting, likely in late January, include an article authorizing funding to continue compensating the project coordinator for his work. Sallie volunteered to pursue this idea and report back to the Committee.

Comments: The committee discussed that it is not prepared to request any additional funds, e.g. for engineering design, until the project advances and is approved by DEP. This DEP approval will establish that the Queen Sewell Park site is suitable for the subsurface disposal of treated wastewater up to 335,000 gallons/day. The approval does not restrict other uses to the town-owned property.

Public comments: N/A

Next meeting: The next meeting was set for Wednesday December 3, 2014 at 5:00pm at the Bourne Memorial Community Center.

Adjourn: The meeting of the Wastewater Advisory Committee was adjourned at 5:57pm.

Respectfully submitted,

Terri Guarino, Secretary/Clerk *pro tem*

To Clerk's office 11/26/14 8:40 am



Town of Bourne

Wastewater Advisory Committee



Proposed Agenda
December 3, 2014, 5:00 pm
Bourne Community Center

NOTE: All items listed on this agenda are subject to deliberation and vote(s) by members of the Wastewater Advisory Committee.

1. Call meeting to order
2. Review/approve Minutes of meeting on November 19, 2014
3. Chair's report
4. Project coordinator's report
 - a. Review Weston & Sampson report
 - b. Possible vote to accept report and forward to Board of Sewer Commissioners
 - c. Other updates
5. Discussion of next steps and strategies
 - a. Report to Board of Sewer Commissioners
 - b. Potential sites for wastewater treatment plant
 - c. Other
6. Comments/reports from Committee members (for information only, no deliberation)
7. Public comment (for information only, no deliberation)
8. Set date for next meeting and adjourn meeting

2014 NOV 26 AM 9 15
TOWN CLERK'S OFFICE
BOURNE, MASS

Sallie K. Riggs, Chair

To Clerk's office 12/1/14 3:15 pm



Town of Bourne

Wastewater Advisory Committee



Proposed Agenda

December 3, 2014, 5:00 pm
Bourne Community Center

2014 DEC 1 PM 3 18

POSTPONED
TOWN CLERK'S OFFICE
BOURNE, MASS

NOTE: All items listed on this agenda are subject to deliberation and vote(s) by members of the Wastewater Advisory Committee.

1. Call meeting to order
2. Review/approve Minutes of meeting on November 19, 2014
3. Chair's report
4. Project coordinator's report
 - a. Review Weston & Sampson report
 - b. Possible vote to accept report and forward to Board of Sewer Commissioners
 - c. Other updates
5. Discussion of next steps and strategies
 - a. Report to Board of Sewer Commissioners
 - b. Potential sites for wastewater treatment plant
 - c. Other
6. Comments/reports from Committee members (for information only, no deliberation)
7. Public comment (for information only, no deliberation)
8. Set date for next meeting and adjourn meeting

2014 DEC 1 PM 3 18
TOWN CLERK'S OFFICE
BOURNE, MASS

Sallie K. Riggs
Sallie K. Riggs, Chair

To Clerk's office 12/12/14 12:50 pm



Town of Bourne

Wastewater Advisory Committee



Proposed Agenda
December 17, 2014, 5:00 pm
Bourne Community Center

NOTE: All items on this agenda are subject to deliberation and vote(s) by members of the Wastewater Advisory Committee.

1. Call meeting to order
New members
2. Review/approve Minutes of meeting on November 19, 2014
3. Chair's report: Committee meeting time and discussion of article for Town Meeting
4. Report on status of ocean outfall legislation, regulations and permitting – Korrin Peterson, Coalition for Buzzards Bay
5. Project coordinator's report
 - a. Review Weston & Sampson report
 - b. Possible vote to accept report and forward to Board of Sewer Commissioners
 - c. Other updates
6. Discussion of next steps and strategies
 - a. Report to Board of Sewer Commissioners
 - b. Potential sites for wastewater treatment plant
 - c. Other
7. Comments/reports from Committee members (for information only, no deliberation)
8. Public comment (for information only, no deliberation)
9. Set date for next meeting and adjourn meeting

Sallie K. Riggs, Chair

2014 DEC 12 PM 12 52
TOWN CLERK'S OFFICE
BOURNE, MASS

To Clerk's office 12/30 2:30 pm



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Town of Bourne

Wastewater Advisory Committee

Minutes of the Meeting

December 17, 2014; Bourne Memorial Community Center

Attending: Committee members Mary Andrews, Elmer Clegg, Judy Conron, Terri Guarino, William Locke, Nolan Leroy, Sallie Riggs, Kathy Zagzebski; Project Coordinator Wesley Ewell; Buzzards Bay Coalition Senior Attorney Korrin Petersen.

Open Meeting: Sallie Riggs called the meeting to order at 5:00 pm. Introductions were made around the table, noting the two new committee members. Kathy Zagzebski is the president and executive director at the National Marine Life Center, serving as a commercial customer of the sewered area in the Town of Bourne. Elmer Clegg is a representative of the Bourne Planning Board.

Minutes: Sallie asked for additions or corrections to the minutes of the meeting of November 19, 2014. Noting no corrections, it was then MOVED, SECONDED and VOTED with three abstentions to accept the minutes as circulated for the meeting of November 19, 2014.

Buzzard Bay Coalition Report: Korrin Petersen was asked to discuss the status of the ocean outfall legislation, regulations and permitting. Chapter 259 of the Acts of 2014 gives municipalities the option of considering discharging treated wastewater into a "well-flushed" waterbodies if certain conditions are met. The law requires prior completion of a Massachusetts Environmental Policy Act (MERA) analysis, MassDEP-approved Comprehensive Wastewater Management Plan, and scientific assessments of the location and the potential impacts to the town's aquifer. If MassDEP approves the discharge, approval will need to be gained thru the NPDES permitting program under the Federal Clean Water Act. Korrin feels that this is a great option to reduce nitrogen pollution where the wastewater must go thru advanced treatment before being discharged.

Questions were raised about other wastewater treatment plants in the vicinity of the Town of Bourne. Currently, Wareham is permitted to discharge wastewater into the Agawam River with a concentration of 4 mg/L total nitrogen. This discharge was permitted many years ago before ecological impacts were assessed and it is now evident that this discharge should be moved to a more appropriate location to protect marine resources. Studies show that Wareham is discharging 1.56 million gallons per day and yielding 2 mg/L total nitrogen into the Agawam River. These levels of total nitrogen are lower than the 3mg/l permitted for Marion and Falmouth's wastewater treatment plants. Korrin also established that there are other towns in Barnstable County that are investigating options for managing wastewater.

Sallie asked about the hypothetical cost for the required assessments and permitting. Korrin was unsure of any analyzed costs and estimated that the process may take two to five years. She mentioned that we have already completed some of the required scientific analysis with Weston & Sampson's Hydrogeologic study. Committee members agreed that we would like to see the project advance quickly and that five years seems like a long period of time.

Chair's Report: Sallie stated that she had a conversation with Tom Guerino regarding the January 26, 2015 Town meeting to include an article to appropriate funds to the part-time Wastewater Project Coordinator, Wes Ewell, for another 18 months. Over the past 24 months the project coordinator was compensated \$16,000 and we will request payment of \$9,000 for part-time work in the future. It was

TOWN CLERK'S OFFICE
BOURNE
2014 FEB 30 11:58 AM

then MOVED, SECONDED and VOTED unanimously to submit the Article to the January 26, 2015 Town meeting for a vote. The Sponsor will need to be clarified before submission.

Sallie asked if anyone had any issues accessing the Conflict of Interest Law documents circulated and reminded everyone to complete this requirement as soon as possible.

Project Coordinator's Report: We are still waiting for Weston & Sampson to finalize the Hydrogeologic Evaluation Report. The draft letter and application to MassDEP are ready to go pending a meeting and approval with the Board of Sewer Commissioners. After a brief discussion it was MOVED, SECONDED and VOTED unanimously to accept the report and to forward it to the Board of Sewer Commissioners with a request that they submit it to MA DEP.

Discussion of Next Steps and Strategies: Wes and Nolan have agreed to set up a meeting with the head of the wastewater treatment plant in Wareham. Korrin offered to be present to facilitate this meeting. There was discussion of a meeting with MMA to discuss future wastewater treatment options as well.

Comments: N/A

Public comments: N/A

Next meeting: The next meeting was set for Wednesday January 7, 2015 at 5:00pm at the Bourne Memorial Community Center. A tentative meeting was also planned for Wednesday January 21, 2015 as well.

Adjourn: The meeting of the Wastewater Advisory Committee was adjourned at 6:18pm.

Respectfully submitted,

Terri Guarino, Secretary/Clerk *pro tem*

2014 Annual Report of the Cape Cod Water Protection Collaborative

Wastewater management continued to be the primary focus for the Collaborative this year. The discussions focused on the evaluation of a regionalized approach to wastewater management and the potential savings offered by regional watershed based approach and a thorough vetting of alternative management approaches through the 208 process described below. The Collaborative continued to be a forum for towns to obtain information on best practices and guidance from the experiences of other towns throughout the region.

In January 2013, Barnstable County, acting through the Cape Cod Commission, was directed by the Commonwealth of Massachusetts to prepare an update to the 1978 Section 208 Area-Wide Water Quality Management Plan for Cape Cod. This plan is a comprehensive Cape-wide review of water quality issues facing the region, with a focus initially on nutrient management and water quality planning for Cape Cod's coastal embayments. The Commonwealth provided \$3 million to accomplish this task with the condition that a draft plan be completed within 12 months so much of the effort on wastewater was in support of the development of the plan.

The Cape Cod Water Protection Collaborative reinstated monthly Governing Board meetings and reconstituted its Technical Advisory Committee (TAC) to provide input into the 208 Plan Update. The TAC was a key player in the review and shaping of the technologies matrix that formed the basis for the evaluation of appropriate management techniques. In addition, a Regulatory, Legal, and Institutional (RLI) Work Group, with representation from DEP, EPA, the Cape Cod Commission, addressed the potential need for regulatory reform and other challenges associated with planning and implementation. Other ad hoc committees will be established, as necessary. The Collaborative, through its Executive Director, is fully involved and engaged in this effort

The Commonwealth expects the 208 plan and its underlying analysis to reflect the County's focus on the individual watersheds of each embayment as the most logical management unit on which to base water quality planning. The watershed based planning has provided management solutions that are less costly and require less infrastructure to be built than conventional planning efforts may recommend. The Massachusetts Legislature has adopted the 208 framework as a basis for allocating state financial assistance and has adopted authority to enable the type of watershed permits envisioned in 208 to be issued.

The ongoing lawsuits between the Conservation Law Foundation, and the United State Environmental Protection Agency remains unresolved as of this writing. The Collaborative continues to actively monitor the progress of the litigation.

Lastly, the Collaborative has maintained its practice of supporting local planning and management efforts. The Collaborative has continued to provide third party consulting support in engineering and planning reviews and financial management

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to any town requesting such support. The majority of Cape towns have accessed this support and the budget to continue this program stayed intact.