

| Department/Division | Type of Fee | Existing Fee | Proposed Fee |
|---------------------------|-------------------------------------|----------------------------|--|
| Public Inspections | | | |
| | Residential New Construction | \$.50/sq.ft. \$500 min. | \$.55/sq.ft. \$500 min. |
| | Residential Additions | \$.50/sq.ft. \$300 min. | \$.55/sq.ft. \$300 min. |
| | Residential Alterations | \$40/room \$100 min. | \$45/room \$150 min. |
| | Roofing – Commercial | \$75 | \$95 |
| | Roofing – Residential | \$35 | \$45 |
| | Swimming Pools – In-Ground | \$125 | \$150 |
| | Swimming Pools–Public & Semi-Public | \$150 | \$300 |
| Building-Other | Working Without Permit | Double Fee | Double Fee + \$150 Late Filing Fee |
| | Foundation Only | \$.35/sq.ft. \$100 min. | \$.35/sq.ft. \$125 min. |
| | Solar Panels – Residential | \$100 | \$150 |
| | Solar Panels – Commercial | \$150 | \$300 |
| | Towers – Cell or Wind | \$ 0 | \$50 Appl. Fee + \$10/ft. of height |

Fee Increase represented by Building Commissioner Mark Grylls. No written comments were received. Mr. Grylls gave a brief overview of his request. Mr. Stone asked about the percentage of fees covering the department expenses. Mr. Hinchey explained that the proposed fees cover less than 80% of the departmental expenses and the 20+% of the expenses are offset from the tax base. This fee increase will allow more dependency for the expenses to be paid from the fee structure. Mr. Holcomb asked specifics on commercial vs. residential fees and site visits. Mr. Stone stated that though it would be nice to raise fees to open the service window, there is no evidence stating that permits are not been issued. Having the window closed has created an inconvenience. Ms. Post stated that every time a permit is pulled creates revenue for the Town and she wants to encourage businesses to conduct business here in Yarmouth.

MOTION: To move that the Board of Selectmen approve the proposed fee increases.

Motion by: Jim Quirk **Seconded by:** None **Motion does not pass**

Farmers Market Manager Meet & Greet

Represented by Market Manager Carlene Veara, President of the Bass River Farmers Market and Agricultural Commission Chairman Nancy Cavanaugh, Bass River Farmers Market Board member Matt Fitzsimmons and Agricultural Commissioner/ Bass River Farmers Market Board member Tom Howes. Ms. Cavanaugh briefly described the previous week's storm and how the tent canopies left in place were affected by the storm. Ms. Post asked if the Market reviewed the current policy in place. Ms. Cavanaugh stated that they have reviewed the proposed amended policy. Ms. Post voiced her concern with the number of non-compliant issues. Elizabeth Hartsgrove reviewed the Town's memo, and the meeting that took place last week to fix the issues. She also reviewed the proposed amendments to the Farmers Market Policy. Currently the policy addresses a market only at the 311 Old Main Street location. The amendments would cover markets on any town property. Also, a lease is being proposed to provide exclusive use for the Bass River Farmers Market to be located at 311 Old Main Street. Mr. Holcomb stated that he does not feel comfortable waiving a tent permit fee if use of the tents creates costs for maintenance. Open Space Chairman Jack Mulkeen spoke about the maintenance done on the property and the tent canopies. He advised, without Opens Space discussion, to allow the canopies to remain up for one season and then reconsidered.

MOTION: To move that the Board of Selectmen allow the Bass River Farmers Market to use 311 Old Main Street two days a week for purpose of a Farmers Market.

Motion by: Jim Quirk **Seconded by:** Mike Stone **Yea 4 Nay 0**

Ms. Post asked if an inspector has come to the site to inspect the tents. Ms. Veara stated that an inspector has not come to the site yet. Mr. Hinchey stated that when a permit is applied for, an inspector will come out to the site and it would not take more than one hour to inspect the tents. Ms. Post stated that she would be in favor of reducing the fees so that costs are covered. Mr. Holcomb stated that the calculation of the cost for an inspection would be roughly \$50 per tent. Mr. Quirk does not want the Board to be inconsistent. If the Board is not going to approve a fee increase to pay for services within a department, then fee waivers should not be approved that would decrease what revenue is coming in to cover departmental costs.

MOTION: To move that the Board of Selectmen approve the requested fee waiver.

Motion by: Mike Stone **Seconded by:** Norm Holcomb Yea 3 Nay 1

MOTION: To move that the Board of Selectmen renew the Entertainment License.

Motion by: Jim Quirk **Seconded by:** Mike Stone Yea 4 Nay 0

Board of Selectmen

1. Board of Selectmen Policies

- Amend Farmers Market Policy

MOTION: To move that the Board of Selectmen approve the proposed amended policy as presented.

Motion by: Jim Quirk **Seconded by:** Norm Holcomb Yea 4 Nay 0

- Proposed New Fee Waiver Policy

The Board reviewed the proposed policy and made suggested revisions. The Board also talked about the pros and cons about the dollar amount limits.

MOTION: To move that the Board of Selectmen approve the proposed policy.

Motion by: Norm Holcomb **Seconded by:** Jim Quirk Yea 2 Nay 2

MOTION: To move that the Board of Selectmen will not approve any fee waiver request greater than \$2,000 and in any calendar year no more than \$10,000 will be waived in total, until a Fee Waiver Policy has been adopted.

Motion by: Jim Quirk **Seconded by:** Norm Holcomb Yea 3 Nay 1

2. Town Property Discussions

- 9-11 Memorial

Represented by Chief Frederickson, Lt. Sprague and Lt. Carty. Chief Frederickson briefly described the plans for a 9-11 Memorial garden incorporating a piece of the World Trade Center. The proposed garden will be at the Police Station and accessible to the public.

MOTION: To move that the Board of Selectmen authorize the Police Department to use town property at the Police Station for the purposes of creating the 9-11 Memorial.

Motion by: Jim Quirk **Seconded by:** Mike Stone Yea 4 Nay 0

- Naming of Alms House Rd Property & 1750's House Property

Represented by Jack Mulkeen who briefly described the parks, the proposed names and signage. Mr. Holcomb asked if directional signage will be at the entrance to Alms House Road explaining where the proposed Bass Creek Conservation Area will be, and Mr. Mulkeen stated there would be.

MOTION: To move that the Board of Selectmen approve the proposed names as recommended by the Open Space Committee.

Motion by: Norm Holcomb **Seconded by:** Mike Stone Yea 4 Nay 0

The meeting was turned over to Appointments Chairman Quirk.

3. Board & Committee

- Reappointment – Golf Enterprise Committee [1 member, 1 alternate]

MOTION: To move that the Board of Selectmen reappoint Chris Capobianco (from full to Alt.) and Wayne Kivi (from Alt to Full).

Motion by: Tracy Post **Seconded by:** Norm Holcomb Yea 4 Nay 0

- Appointment

1. Barnstable Municipal Airport Commission T.O.Y Rep [1 alternate]

Action postponed till future meeting.

2. Personnel Board [1 member]

MOTION: To move that the Board of Selectmen reappoint Betty-Jane Burkhart.

Motion by: Tracy Post **Seconded by:** Norm Holcomb Yea 4 Nay 0

The meeting was turned back to Vice-Chair Post.

4. Action Plan Update and FY14 Goals

Mr. Hinchey briefly described the update on the progress of the FY13 goals and how the Board can establish the goals for the new fiscal year. A discussion on planning for the FY14 goals is on an upcoming agenda. It was agreed to have the Board provide a new top ten list for FY15 by the next meeting.

5. Individual Items

Mr. Holcomb spoke about the previous meeting dialog exchange between the chairman and an individual during the comments section, and his wishes to keep a civil and respectful tone from the public towards the Board.

Mr. Stone spoke about DY graduate Ms. Janice Furtado who passed away recently.

Ms. Post spoke about the Summer Celebration Kick-Off and mentioned some new events.

Town Administrator's Items

1. Consent Agenda

- Barnstable-Yarmouth-SEMASS Transfer Station Agreement Extension
- Yarmouth Food Pantry Lease
- Community Information Board at DYHS
- Local Initiative Program Application & Regulatory Agreement
 1. Virginia Street Habitat Homes
- Special Entertainment License Renewal
 1. Bass River Farmers Market 2013 Season

(April 10, 2012 MOTION: To move that the Board of Selectmen approve the Special Entertainment license conditioned that if a complaint were to be made then the entertainment would be suspended until a hearing to address the complaint. Motion by: Jim Quirk Seconded by: Erik Tolley Yea 4 Nay 1)

▪ **Fee Waiver**

1. Bass River Farmers Market
 - 7 Tent Permits \$350.00
- \$350.00**

▪ **Donations**

1. General Administration
 - National Association of Retired Federal Employees \$100.00

\$100.00
2. Boardwalk Plank
 - Ronald Pariseau \$150.00
 - Robert Henderson \$150.00
 - Troy Milles \$150.00
 - James Gilooly \$150.00
 - Beverly Murphy \$150.00
 - Caroline Malachowski \$150.00
 - Nancie Cartes \$150.00
 - John Parke \$150.00
 - Vanessa Sinacole \$150.00

| | |
|-------------------------------------|-------------------|
| ▪ Jennifer Cote | \$150.00 |
| ▪ Joseph Heavey | \$150.00 |
| ▪ Gene Galvagni | \$150.00 |
| ▪ Delia Keefe | \$150.00 |
| ▪ Jennifer Lavallee | \$150.00 |
| ▪ Andrea Kunst | \$150.00 |
| | \$2,250.00 |
| 3. Police Department | |
| ▪ Davenport Realty Trust | \$250.00 |
| ▪ Red Jacket Beach LP | \$250.00 |
| | \$500.00 |
| 4. Cemetery Division | |
| ▪ Robert E. Wignot | \$35.00 |
| | \$35.00 |
| 5. Senior Services | |
| ▪ Rose Fisher | \$26.00 |
| ▪ AA | \$35.00 |
| ▪ Anonymous | \$10.00 |
| ▪ Beatrice Barrio | \$50.00 |
| ▪ Margaret Taylor | \$42.00 |
| ▪ Joseph Guardino | \$199.00 |
| ▪ The Foot Notice | \$276.00 |
| ▪ Civil War Round Table of Cape Cod | \$100.00 |
| | \$738.00 |
| 6. Parks & Recreation Division | |
| ▪ Yarmouth Rotary Club | \$750.00 |
| | \$750.00 |
| TOTAL | \$4,373.00 |

Mr. Hinchey reviewed the Consent Agenda and requested the Board to approve it. Mr. Quirk disclosed that he is a member of the Yarmouth Rotary Club and though they were involved with the Food Pantry in the past they are not currently and he does not believe that there is any current conflicts.

MOTION: To move that the Board of Selectmen approve the consent agenda.

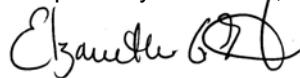
Motion by: Jim Quirk **Seconded by:** Norm Holcomb Yea 4 Nay 0

Adjourn

MOTION: To move that the Board of Selectmen adjourn the meeting at 9:47pm

Motion by: Jim Quirk **Seconded by:** Norm Holcomb Yea 5 Nay 0

Respectfully submitted,



DISTRIBUTED MATERIAL AGENDA PACKET

Licensing

1. Amend Entertainment Licenses

Sandbar Management dba Cape Cod Inflatable Park. reduce the water park hours from 8pm to 6pm closing, as per BOA decision #4420 filed on November 28, 2012.

- Email from EGh to BOS, dated June 18, 2013. Re: Cape Cod Inflatable Park, with encl. of park Layout

Board of Selectmen

1. Board of Selectmen Policies
 - Amend Farmers Market Policy
 - June 18, 2013 Draft Policy

3. Board & Committee
 - Appointment
 1. Barnstable Municipal Airport Commission T.O.Y Rep [1 alternate]
 - Email from Jim Quirk to WGH, dated June 18, 2013. Re: Appointment

4. Action Plan Update and FY14 Goals
 - FY13 BOS Goals