



**Board of Selectmen  
Workshop Meeting  
October 8, 2013**

**Executive Session (Room A)  
Review of SEIU Unit B Memorandum of Agreement  
Discussion on Proposed Open Space Land Acquisition**

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*The regular Workshop meeting was called to order at 7:00p.m. in the Town Hall Hearing Room by Chairman Erik Tolley. Selectmen present: Tracy Post, Norm Holcomb and Michael Stone. Jim Quirk was absent. Also Attending: Assistant Town Administrator Peter Johnson-Staub. The Board of Selectmen gave the pledge of allegiance.*

**Marina Study Update**

*Assistant Town Administrator Peter Johnson-Staub briefed the Board on the steps the Town has taken to accomplish the environmental studies of a marina at the former drive-in Site through a public/private partnership. A consulting firm was hired to do a financial analysis back in 2003 however another one needed to be done and that will be presented tonight by Karl vonHone and members from the consulting firm Applied Technology Management. Mr. Kirby Marshall provided a background introduction and profile of ATM. He discussed the feasibility approach looking at the market, engineering and financial. The Market assessment reviewed the methodology, examining 25 marinas from Plymouth to Provincetown. The findings from the market assessment examined the customer base, demographic indicators, occupancy, slip demands and rates. The engineering overview examined the site conditions, river conditions, basin layout, drystack operational layout, boat ramp integration, parking and support facilities. The engineering findings displays a variety of elements, basin dimension consistent in industry, minor refinements are suggested and there are river widths/depths are concerns however manageable. The Economic methodology evaluated the assumption schedule, cost estimates, income statements and other factors. The findings of the base case were based upon the existing plan, \$10.3M single phase development with a 6% debt service for a 20-yr period. With a modified case would reduce the cost to \$9.8 two phased development with the same 6% debt service. Some suggested economic considerations: private expert operator could run the facility, reduce capital expenses and the town could elect to subsidize the project to make it more palatable.*

*There was discussion between Mr. Holcomb and Mr. Marshall on the feasibility of making a marina project profitable for a private developer. Ms. Post asked about the mixed use possibilities, prevailing wages being included in the cost analysis. Mr. Johnson-Staub stated that prevailing wages would be required yet not included in the cost. Mr. vonHone estimates an increase of 20-40% to the cost. There was discussion on the permitting issues between leasing the property vs. selling the property. Mr. Stone asked if the modified proposal carries a higher risk and the primary proposal was a reality. Mr. Marshall stated that the modified proposal was conservative but either proposal would bring a deficit of \$100,000 at minimum. Mr. Tolley expressed his disappointment but was glad that the Town went through the process. The land probably is not worth as much as a marina as it might be developed into condos. Mr. Tolley asked what the next step would be. Mr. Johnson-Staub described the RFP process advertising a wide range of development options. Mr. vonHone elaborated on the community input for the property over the past ten years. Mr. Holcomb and Mr. Stone felt positively going to the public once more to see what they feel should be done with the property. Mr. Tolley stated that he feels that the Board should offer an idea to sell to the public rather than asking the public for direction. Ms. Post suggested issuing an RFP that is tailored*

towards economic development to see if creative proposals can be submitted. Ms. Kathy Williams spoke to the Board about the restrictions the property has currently.

**MOTION:** To move that the Board of Selectmen authorize town staff to evaluate the costs associated with issuing and RFP and to see if the funds currently appropriated can be used for such study, which will be brought before the Board.

**Motion by:** Tracy Post

**Seconded by:** Norm Holcomb

Yea 4 Nay 0

## FEMA 2013 Preliminary Flood Insurance Rate Maps

Represented by Town Planner Kathy Williams. The Preliminary maps came out May 3<sup>rd</sup>, which the Town has developed GIS information for the general public to understand and utilize. A regional FEMA map meeting was held in Barnstable and was well attended. A limited staff review was done to evaluate the limits of the expanded maps made sense. Elevations were also reviewed. No appeals have been received by the Town. Ms. Williams encourages people to talk to their insurance agents and obtaining their elevation certificates. The maps will become effective June 2014, approximately 900 structures will be added to the flood zones and Ms. Williams explained some of the insurance rate increases and the appeal procedures. Ms. Williams requested approval of a draft letter from the Board to the state legislatures for a peer review, technical review of the maps as well as the delay the implementation to require a study be completed on the economic impact. The Board supported the letter.

## Safety Over Speed Update

Represented by Deputy Chief Xiarhos and Karyn Dowsett. Ms. Dowsett provided an update on the community group efforts to reduce the speed on Route 6A, specifically on the stretch between Willow and Union Street as well as the curve on Summer Street. The Group has worked with the state and the Cape Cod Commission to have a traffic study completed. Ms. Dowsett requested the support of the Board for the Town to purchase two solar speed signs as well as welcoming placard indicating to the public they are entering a village center. Ms. Dowsett mentioned that the crosswalks need to be repainted emphasizing those areas in which vehicles need to stop for pedestrians; A letter has been drafted to DOT for the Board to consider signing. Ms. Dowsett finally suggested that the Board consider taking back the Yarmouth Port Village (Captain's Mile portion) of 6A so the Town is not dependent upon the state procedures for taking steps to increase safety. The solar signs range from \$1,600-\$2,500 each. Ms. Post asked if the signs could be paid for through the Tourism Preservation Fund, capital, free cash grant or CPC. Mr. Johnson-Staub stated the threshold for capital items is \$10,000 and a minimum of 5 years. Maintenance issues and sidewalks were discussed. Lighting was also discussed and the timing of the replacement of the streetlights to LED lights. The Board spoke favorably and unanimously supported each of the community group's requests with the exception of taking back a portion of 6A.

## Board of Selectmen

### 1. Fee Waiver Policy

Mr. Johnson-Staub briefly described the draft policy. The Board discussed the pros and cons of the cap of an amount any individual or organization can make during a calendar year.

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

**Motion by:** Tracy Post

**Seconded by:** Norm Holcomb

Yea 3 Nay 0 Abstain 1

### 2. Acceptance of Resignation – Zoning Board of Appeals [1 member]

Tabled to next meeting.

### 3. Approval of Minutes

**MOTION:** To move that the Board of Selectmen approve the minutes of April 23, 2013

**Motion by:** Norm Holcomb

**Seconded by:** Tracy Post

Yea 3 Nay 0 Abstain 1

### 4. Individual Items

Ms. Post asked if the Nstar spraying could be placed on a future agenda. Mr. Tolley stated that a letter was sent last week, signed by him, that the Town's position hadn't changed since their last vote.

## Town Administrator's Items

### 1. Consent Agenda

- SEIU Local 888 Unit A Agreement, July 1, 2013 – June 30, 2016
- Donations

#### 1. Town Administration/General

- Yarmouth Art Guild – Rental of Town Hall Front Lawn \$300.00
- 
- \$300.00**

#### 2. Senior Services

- Janet Ryan \$10.00
  - Anonymous \$525.00
- 
- \$535.00**

**TOTAL      \$835.00**

**MOTION:** To move that the Board of Selectmen approve the Consent Agenda

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

## Adjourn

**MOTION:** To move that the Board of Selectmen adjourn the meeting at 9:32pm

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

Respectfully submitted,



Elizabeth G. Hartsgrove

## DISTRIBUTED MATERIAL AGENDA PACKET

### Safety Over Speed Update

- Letter from Safety over Speed Task Force to BOS, dated August 14, 2013/October 8, 2013.  
Re: Update