



## Board of Selectmen Public Meeting Minutes January 3, 2017

The regular meeting was called to order at approximately 6:30 p.m. in the Town Hall Hearing Room by Chairman Jim Quirk. Selectmen present: Tracy Post, Mike Stone, Norman Holcomb, and Erik Tolley. Also attending: Interim Town Administrator, Robert Lawton.

### 1. Public Announcements & Comments

Mr. Will Crocker, who will assume office on January 4, 2017 as state representative from the 2nd Barnstable District, introduced himself to the Board and the public, and stated he will do his best to represent the residents of Yarmouth and offered his assistance in any way he can help. Selectman Post asked how constituents might reach him. Mr. Crocker stated that until his government email account is set up, people can reach him at his personal email address: [electwillcrocker@outlook.net](mailto:electwillcrocker@outlook.net).

Mr. Tom Sullivan announced he is officially withdrawing his petition article to amend the Community Preservation Act based on a legal opinion he received. The law cannot be amended until at least 2020, at which time he will resubmit his petition. Mr. Sullivan also thanked YPD and YFD for providing the statistical data on crime for the Swan Pond area and the former Cavalier Motel area. Mr. Sullivan also commented that he believes the town should sell the former Drive-In Site rather than trying to spend money to develop the property.

Ms. Vida Morris commented on the planning and economic development plans for the town and her concern that the plans are not providing revenue to the town. Specifically, the planned boardwalk project will again provide no revenue to the town and cost taxpayers more money.

Ms. Joyce Flynn, Chairman of the Energy Committee, wanted to follow-up on an item the committee reported to the Board in October; over the past month, the Energy Committee has been holding office hours at the Senior Center from 2 - 4 pm.

### 2. Town Administrator Contract Approval

Selectman Stone reported that he and Selectman Tolley were the two members of the sub-committee established by the Board of Selectmen to conduct town administrator contract negotiations with Mr. Dan Knapik. After discussions with Mr. Knapik and follow-up executive sessions with the Board, Mr. Knapik accepted the contract offered by the Board. Once the Board approves the contract, it will be sent to Mr. Knapik for his signature, at which time he will submit his two-week notice with his current employer and plans a tentative starting date of January 17, 2017. Selectman Post commented that she was not present for the executive session and will abstain from voting on the motion.

**MOTION: To move that the Board of Selectmen accept the town administrator contract with Mr. Daniel M. Knapik as drafted.**

**Motion by: Norm Holcomb**

**Seconded by: Mike Stone**

**Yea 4    Nay 0    Abstain 1**

### 3. Capital Budget Review

Sandy Fife, Chairman of the Capital Budget Committee, Ms. Joanne Crowley and Mr. Bob Ciavarra were present. Ms. Fife also mentioned the other committee members: Charyn Tietge and Judy Connor Taver, and thanked Mr. Johnson-Staub, Mr. Senteio, and the department heads for their assistance. Ms. Fife briefed the Board members on the projects considered for routine capital spending by the committee and the amounts not recommended. She also reviewed the vehicle replacement policy the committee used to determine recommendations for replacement and went through the list of vehicles the committee is recommending for replacement.

Ms. Fife proceeded to review the capital needs recommended for approval by the department heads. The Board members had specific questions on each of the department's needs. Mr. Senteio informed the Board that the answers to their questions will be provided at the meeting when the Board will be voting on the capital budget.

The Board members had specific questions regarding the condition of several departmental vehicles and the justification for requesting replacement vehicles. Ms. Fife reported the committee used the Collins Institute draft vehicle policy to justify recommendation of new vehicle purchases.

The next item the Board members posed questions on was the portico replacement cost for the Senior Center.

### 4. Board of Selectmen

a. Approval of Minutes for Board of Selectmen Meeting Minutes of October 11, 2016 and October 18, 2016. Selectman Tolley asked DPW Director Colby if he had an update to the pole hearing that was included in the October 18, 2016 meeting minutes. Mr. Colby stated that he had no new information to provide to the Board members. He stated that he has been very clear with Eversource that he and the Fire Chief need to review the pole locations before they are installed; he also stated the pole locations are not even staked at this point. Mr. Colby is not aware of the reason for the delay.

**MOTION: To move that the Board of Selectmen approve the meeting minutes of October 11, 2016 and October 18, 2016.**

**Motion by: Tracy Post**

**Seconded by: Norm Holcomb**

**Yea 5      Nay 0**

b. Upcoming Agenda Review. Interim Town Administrator Lawton informed the Board members that the January 10th meeting will include a first review of the two petition articles and a first review of the articles that have been submitted by department heads. There may also be time to review either the police or fire budget. There is no meeting scheduled for January 17th but Mr. Lawton advised the Board that the Charter requires that the Board finalize the warrant by the 31st of January, so that will be an agenda item for the 24th of January. The Assessing Department will be on the agenda for the January 24th meeting to discuss elder and veterans' exemptions. Due to a few potentially lengthy license hearings, the February 7th meeting will be lengthy and Mr. Lawton suggested limiting any article reviews the Board may desire to add to that agenda.

c. Individual Items

1) Selectman Tolley wished everyone a very happy and productive 2017. He expressed his condolences to the community of Falmouth in its entirety on the tragic loss of two teenagers just before the holidays.

2) Selectman Holcomb mentioned the items on the future agenda schedule that have not been placed on a specific meeting agenda yet, particularly the Board's goals and suggested it might be a good idea to wait for Mr. Knapik's arrival to discuss those goals with him for his input. Ms. Post suggested an agenda item to discuss the Board's and Mr. Knapik's expectations and what he sees as the town's issues as they work on the goals. Mr. Holcomb also mentioned future agenda items to meet with the state legislators so that the Board members can be prepared to discuss their issues ensuring the legislators are provided advance notice of those issues. Mr. Lawton informed the Board members that we have been given an initial notice that a \$663,000 grant from NOAA has been approved to assist with the Parker's River bridge project.

3) Selectman Stone wished everyone a happy new year, and extended his condolences to the families, classmates, and the community at large of the boys killed in Falmouth.

4) Selectman Post commented that we are fortunate to have the Resource Officers at our schools that influence our students on so many topics but specifically safety issues.

5) Chairman Quirk echoed the sentiments of the other Board members and wished everyone a better 2017. He also thanked Mr. Lawton for his efforts to keep the town running smoothly.

## 5. Town Administrator's Items

a. Town Administrator Updates. Mr. Lawton mentioned that we were notified today that a \$40K grant that Mr. Colby and Mr. Mills worked on was approved by DEP. Also, Senior Services Director Kathi Bailey did receive notification that she has been selected to appear at the United Nations to speak on senior activities and senior living. Mr. Lawton commented on the work at town hall being done by our Facilities Division, specifically Dick Court and Robert Nelson.

## 6. Adjourn

**MOTION: To move that the Board of Selectmen adjourn the meeting.**

**Motion by: Tracy Post**

**Seconded by: Norm Holcomb**

**Yea 5**

**Nay 0**

**Meeting adjourned at approximately 8:20 p.m.**

Respectfully submitted,



Linda Dennehy

## DISTRIBUTED MATERIAL AGENDA PACKET

- Capital Budget Presentation – Requests for FY 18
- Board of Selectmen Meeting Minutes of October 11, 2016
- Board of Selectmen Meeting Minutes of October 18, 2016
- Email dated 12-28-16 from Jun Zhang, Tasty Buffet re: Restaurant closure for 2 months (Jan/Feb)
- Letter dated 12-7-16 from The Colonial House Inn re: Restaurant closure from 12-1/3-1-17 for renovations
- Letter dated 12-22-2016 from RCL to Brian Koelbel, President Gateway Isles Association re: Information Packet – Former drive-in site
- Letter dated 12-13-2016 from Brian Koelbel, Pres. Gateway Isles Assoc. to Karen Greene re: Packet of information on drive-in site RFP
- Board of Health Meeting Agenda 12-19-2016