



## **Board of Selectmen** **Public Meeting Minutes** **September 26, 2017**

The regular meeting was called to order at approximately 6:00 p.m. in the Town Hall Hearing Room by Chairman Tracy Post. Selectmen present: Mike Stone, Norm Holcomb, Erik Tolley, and Mark Forest. Also attending: Yarmouth Town Administrator Dan Knapik; Yarmouth Assistant Town Administrator, Chris Dwelley; and Finance Director Ed Senteio

### **1. Public Announcements & Comments**

Suzanne McAuliffe, Yarmouth representative to the Assembly of Delegates, updated the Board on the recent Barnstable County audits that indicated problems with leases, capital project financing, and policies and documents that need to be developed. Those issues are being addressed and the Assembly has passed a resolution as the first step to restructuring County government to five Commissioners. The process will take at least two years to implement. Ms. McAuliffe offered to come back for more in-depth review of any topics that might be requested by the Board.

Brian Koelbel, President of the Gateway Isles Association, spoke in opposition to the extension of the Drive-In Site Utilization Committee (DISUC) charter for an additional six months. A packet highlighting eight key areas of objection was provided. Mr. Koelbel noted in particular the cost of the proposed projects. He read into the record an email exchange dated June 7<sup>th</sup> which gave a rough range of the cost of the boardwalk. He asked that project 172CD be cancelled and the Committee be disbanded.

Vida Morris spoke in support of Mr. Koelbel and reiterated her request for a construction moratorium. She also thanked the Finance Committee for recommending zero-based budgeting. She asked for an accounting of how many events have been held at Flax Pond and suggested it was time for new blood on the Economic Development Committee.

Chris Erickson of 2 Cape Isle Drive, former U.S. Park Ranger, referenced an article he wrote in opposition to the boardwalk.

Nathan Ladley, Precinct 4, member of the Cape Cod Regional Tech Building Committee, asked for the Board's endorsement of the proposed new school construction.

Jack McCormack, Precinct 3, commended the work at Packet Landing.

### **2. Public Hearings**

Change of Manager, Red Jacket Beach Resort, 28 South Shore Drive. Hollie Handrahan and Ken Smith of Red Jacket Resorts presented the application. Ms. Handrahan has worked for Catania Hospitality Group and has the approval of Officer Magnuson. There was no public comment.

**MOTION: To move to close the public hearing.**

**Motion by: Tracy Post**

**Seconded by: Norm Holcomb**

**Yea 5    Nay 0**

**MOTION: To move that the Board of Selectmen approve the application as presented.**

**Motion by: Tracy Post**

**Seconded by: Erik Tolley**

**Yea 5    Nay 0**

### **3. Age-Friendly Community Team Annual Update to the Board of Selectmen**

Director of Senior Services and Facilitator for Yarmouth's Age-Friendly Team Kathi Bailey introduced Gerry Bedard. She explained the World Health Organization's Age-Friendly Community Network and the Yarmouth Team's charge to produce data-driven reports and develop plans to increase education, engagement, and action within the framework. The framework includes outdoor spaces and buildings; social participation; transportation; housing; respect and social inclusion; communication and information; civic participation and employment; community support and health. The team consists of seven members.

Ms. Bailey reviewed the Team's accomplishments this year, which was funded by Tuft's Health Plan Foundation, including: two Intergenerational Model United Nations events; hosting the "One Billion Rising" gathering and the Housing Forum; becoming a national finalist for Best Intergenerational Community in the country; and sponsoring the Transportation Challenge. Plans for the upcoming year include a three-day, professionally-led workshop on home sharing; participation in the Village Movement; and applying to host Generation United's 2019 Conference.

The Board thanked Ms. Bailey and the Team for their hard work. Discussion followed on how to interact with seniors living on their own, sometimes in isolation, and on how to alleviate the demand on emergency services with regard to chronic health conditions. Mr. Stone suggested working with the Police Department on the house-sharing project. Ms. Bailey also explained the scam-reporting process followed by Senior Services.

### **4. Drive-In Site Utilization Committee (DISUC) Update to Board of Selectmen**

Drive-In Site Utilization Committee (DISUC) Chair Jim Saben introduced committee members Tom Roche and Jack McCormack and reviewed the Committee's charges, membership, and support staff. All information regarding the proposed projects is available online. Three Riverwalk Park and three Boardwalk concept sketches were developed with public input. The two projects may be developed separately. The Committee presented to the Board its preferred Riverwalk option, which has 81 parking spaces, kayak launch and storage area, small event area, restrooms, interpretive and educational signage, shade structures, pathways, play area, art display locations, and landscape restoration. There has been significant input from Town staff regarding environmentally sound materials and low-maintenance landscaping, both of which are high-priority. The consultant, BETA, is working up cost estimates. The Boardwalk is not yet at the cost estimating phase. A visualization is being created to assist decision-making and address concerns about what the Boardwalk would look like. While there is opposition from the Gateway Isles neighborhood, there has also been positive feedback from the public.

Town Planner Kathy Williams addressed Mr. Koelbel's earlier comments and explained that boring samples from the marsh are needed in order to obtain a realistic cost estimate, not one that ranges from \$1 million to \$10 million. Ms. Williams also explained that staff does not generate projects; it works at the direction of the Committee, which works at the direction of the Board of Selectmen.

Mr. Saben asked the Board to provide the list of concerns that was presented to them so that the Committee can research and respond. They hope to make a recommendation by March. The Town voted overwhelmingly in 1985 to purchase the land for open space and recreation, and the Committee believes the feasibility study should continue.

A lengthy discussion followed regarding the original Town Meeting article; the legal issues surrounding it and the recording of the Instrument of Taking; and whether any commercial development can take place on the lot. Mr. Knapik advised that there is a Supreme Judicial Court decision pending that may impact the allowable uses of the Drive-In site. Mr. Stone suggested an in-depth review by Town Counsel.

Mr. Holcomb suggested that getting a count of “bedrooms” within one mile will be an indication of how much use the Boardwalk will get. He also asked if the Committee had ever thought about reconsidering the original charge. Mr. Saben explained that the charge comes from the Board of Selectmen; the Committee would not entertain changing it, but hopes to complete its charge by fully researching the options.

Mr. Tolley thanked the Committee; however, he cited the marina and the Cellar House as two projects that never materialized after very expensive study and costing processes. Ms. Williams reviewed the spending to date, which will allow BETA to create a comfortable cost estimate, but not a design-level cost-estimate.

Further discussion concluded that the study is being soundly managed; Town Counsel should review the legal aspects; and more information-gathering is needed. Mr. Roche added that this is the most valuable piece of property owned by the Town and more value could be added if other uses are allowed. Mr. Saben asked for continued feedback from the community. Mr. Tolley stated that the project is not being endorsed; only the process. The consensus of the Board was for the Committee to continue its work and bring it to a conclusion. Mr. Saben anticipated the plan to be ready for the fall 2018 or spring 2019 Town Meeting.

**MOTION: To move that the Committee continue its work, complete its charge, and report back to the Board of Selectmen within six months.**

**Motion by: Mark Forest**

**Seconded by: Norm Holcomb**

**Yea 5    Nay 0**

## **5. Board of Selectmen Budget Policy Statement**

Finance Director Ed Senteio provided a brief summary of the past fiscal year. The FY19 budget has been based on Selectmen Goals and the Financial Management Policies. FY19 estimated revenues and cost increases were reviewed, leading to an estimated surplus of approximately \$38,000. Fiscal challenges include the D-Y school budget and enrollment shifts; state budget impacts; energy costs; snow and ice removal; health insurance; and OPEB. Future capital considerations include wastewater; waterways and coastal infrastructure; a DPW facility; school building projects; and libraries. Staff is researching a variety of opportunities to increase revenues and to reduce expenses through improved efficiency. The base budget is anticipated to be funded without service reductions or a tax increase beyond 2.5%. However, significant work is required to meet future capital needs while keeping tax impact to a minimum.

Mr. Senteio responded to questions from the Board. The Stabilization Fund is currently over \$3 million, but work is still needed to achieve a AAA bond rating, which will be vital for anticipated borrowing needs. Mr. Forest asked for long-term budget projections in order to proceed with the policy statement. Mr. Senteio confirmed that 10-year budget projections will be available soon.



4. Individual Items: Mr. Holcomb and Mr. Stone reported on the D-Y Agreement Subcommittee, which has discussed a recall provision for School Committee members; an option to appoint School Committee members; arbitration; enrollment numbers used for cost allocations; and capital and operating costs. The consultant will present his findings on October 16<sup>th</sup>.

Mr. Stone also announced the Taylor-Bray Farm Fall Festival on Saturday, October 7<sup>th</sup>, 10:00 to 4:00. Mr. Forest announced the Cape Housing Institute Forums, and also suggested that a Seaport Advisory Council bond may be available for Drive-In site funding.

## 7. Town Administrator Items

1. Town Administrator Updates: Appointments can be made with the Health Department for the flu shot clinic on October 27<sup>th</sup> at St. Pius Life Center.

2. Water Resources Planning: Upcoming meeting with the State DEP Commissioner to update him on progress toward applying for State funding in October.

3. Dennis-Yarmouth School Agreement: No update.

4. Mattacheese School Project: Visioning sessions upcoming with a vote in November to finalize design concepts. Ms. Post stated the need for a regional agreement on capital costs before a decision on the school can be made.

5. Drive-In Site Utilization Project: Nothing further to add.

6. Cape Tech Update: No update.

## 8. Adjourn

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

**Motion by: Norm Holcomb**

**Seconded by: Erik Tolley**

**Yea 5**

**Nay 0**

**Meeting adjourned at approximately 9:45 p.m.**

Respectfully submitted,



Linda Dennehy

## DISTRIBUTED MATERIAL AGENDA PACKET

- Change of Manager Application from Red Jacket Resorts
- Age-Friendly Community Team PowerPoint Presentation
- Memo to BOS from Drive-In Site Utilization Committee dated September 20, 2017 re: Six-Month Update
- Red-lined copy of FY18 Budget Policy Statement with edits for FY19 Budget Policy Statement; Draft BOS FY2019 Budget Policy Statement with FY2019 Budget Schedule
- Memo to BOS from Appointments Chairman dated September 19, 2107 re: Board of Assessors Appointment
- Memo to BOS from Appointments Chairman dated September 15, 2107 re: Drive-In Site Utilization Committee Appointment
- Memo to BOS from Appointments Chairman dated September 19, 2107 re: Energy Committee Appointments
- Board of Selectmen Meeting Minutes for March 28, 2017
- 2017 BOS Upcoming Agenda Items Schedule
- Town of Yarmouth Social Media Participation Policy
- 2018 Alcohol License Renewal and Inspection Meeting Notice
- Board of Health Meeting Agenda for September 18, 2017 (Interview of Candidate)
- Board of Health Meeting Agenda for September 18, 2017
- Letter to BOS from Barnstable Yarmouth Lions Club dated September 8, 2017 re: Letter of Thanks
- Flu Shot Clinics Flyer
- Fall Festival at the Taylor-Bray Farm Flyer
- Cape Housing Institute Flyer