



Board of Selectmen Public Meeting Minutes May 22, 2018

The regular meeting was called to order at approximately 6 p.m. in the Town Hall Hearing Room by Chairman Tracy Post. Selectmen present: Erik Tolley, Norm Holcomb, Mark Forest, and Michael Stone. Also in attendance: Yarmouth Town Administrator Dan Knapik; Yarmouth Assistant Town Administrator, Chris Dwelley; Town Clerk, Phil Gaudet; and Director of Community Development, Karen Greene.

1. Swearing In of Public Officials

Town Clerk Phil Gaudet swore in Selectmen Tolley and Holcomb for their next terms as Selectmen.

2. Public Announcements & Comments

Holly Shaker, resident, voiced concerns regarding blighted and neglected properties in Yarmouth and suggested that the Town put together an ordinance to address the problem.

Vida Morris, resident, urged Selectmen to seriously consider de-regionalization in regards to the School District Agreement.

Joyce Flynn, Yarmouth representative for the Cape Light Compact, reviewed energy specials currently being offered by the Cape Light Compact.

3. Board of Selectmen Reorganization

MOTION: To move that the Board of Selectmen maintain the same organization in 2018. The motion was not 2nd and failed.

Motion by: Erik Tolley

MOTION: To move to appoint Norm Holcomb as Chairman of the Board of Selectmen.

Motion by: Michael Stone **Seconded by:** Mark Forest Yea 5 Nay 0

Norm Holcomb was appointed Chairman of the Board of Selectmen

MOTION: To move to appoint Michael Stone as Vice-Chairman of the Board of Selectmen.

Motion by: Tracy Post **Seconded by:** Mark Forest Yea 4 Nay 0
(Michael Stone abstained)

Michael Stone was appointed Vice-Chairman of the Board of Selectmen

MOTION: To move to appoint Erik Tolley as Clerk of the Board of Selectmen.

Motion by: Michael Stone **Seconded by:** Tracy Post Yea 5 Nay 0

Erik Tolley was appointed Clerk of the Board of Selectmen

MOTION: To move to appoint Michael Stone as Licensing Chairman of the Board of Selectmen.

Motion by: Erik Tolley Seconded by: Mark Forest Yea 5 Nay 0

Michael Stone was appointed Licensing Chairman of the Board of Selectmen

MOTION: To move to appoint Mark Forest as Appointments Chairman of the Board of Selectmen.

Motion by: Michael Stone Seconded by: Erik Tolley Yea 5 Nay 0

Mark Forest was appointed Appointments Chairman of the Board of Selectmen

MOTION: To move to appoint Mark Forest as Emoluments Waiver Administrator for the Board of Selectmen.

Motion by: Tracy Post Seconded by: Michael Stone Yea 5 Nay 0

Mark Forest was appointed Emoluments Waiver Administrator for the Board of Selectmen

MOTION: To move to appoint Tracy Post as the Board of Selectmen's DY School Liaison.

Motion by: Michael Stone Seconded by: Mark Forest Yea 5 Nay 0

Tracy Post was appointed as the Board of Selectmen's DY School Liaison

MOTION: To move to appoint Norm Holcomb as the Board of Selectmen's DY School Contract Negotiating representative.

Motion by: Michael Stone Seconded by: Mark Forest Yea 5 Nay 0

Norm Holcomb was appointed as the Board of Selectmen's DY School Contract Negotiating Representative

MOTION: To move to appoint Tracy Post as the Board of Selectmen Scholarship Committee representative.

Motion by: Michael Stone Seconded by: Mark Forest Yea 5 Nay 0

Tracy Post was appointed as the Board of Selectmen Scholarship Committee Representative

MOTION: To move to appoint Erik Tolley as the Board of Selectmen's Affordable Housing Trust representative.

Motion by: Michael Stone Seconded by: Mark Forest Yea 5 Nay 0

Erik Tolley was appointed as the Board of Selectmen's Affordable Housing Trust Representative

MOTION: To move to appoint Michael Stone as the airport representative for the Board of Selectmen.

Motion by: Tracy Post Seconded by: Mark Forest Yea 5 Nay 0

Michael Stone was appointed as the Airport Representative for the Board of Selectmen

4. CVEC – Solar Leases Vote

Liz Argo, CVEC Manager, briefly addressed some concerns the Town had regarding the possible installation of solar systems on a Fire Department building. Dan Knapik, Town Administrator, explained that the solar leases have been extensively reviewed by Town Counsel. Town Counsel stated that the Town has a good, solid agreement in place.

MOTION: To move authorize the Town Administrator to enter into the solar lease agreements.

Motion by: Erik Tolley

Seconded by: Mark Forest

Yea 5 Nay 0

5. Online Dog Licenses Update

Phil Gaudet, Town Clerk, reviewed how the Town has recently streamlined the process to purchase dog licenses online. He explained that the Town has promoted this new online tool by notifying the public via email blasts, the Town website, and mailings to dog owners. Selectman Stone asked what the average turnaround time is to get a dog license. Mr. Gaudet responded that it takes about a week and a half to receive the license. The Selectmen thanked Mr. Gaudet for the update.

6. Review of 2018 Annual Town Meeting

Dan Knapik, Town Administrator, reviewed the 2018 Annual Town Meeting. He explained that attendance for 2018 was significantly up from 2017 which resulted in a lack of copies of the Town Meeting Warrant. He reviewed the option of sending out Town Meeting Warrants to each household ahead of Town Meeting and noted that it would cost about \$4,600 to do that. Selectman Stone did not support the mailing idea but did note that the Town is trying to encourage as many attendees to Town Meeting as possible, and not having warrants available when members of the public get there is a deterrent to attend in the future. Selectmen Post suggested the idea of having a pre-meeting to Town Meeting so that residents can ask questions ahead of time. Mr. Knapik also addressed confusion surrounding the DY School Budget. He suggested next year having the Selectmen's position on the topic available via social media and the website so that it is widely known what the Board's official policy is. Mr. Knapik also suggested in the future having the Finance Articles scheduled for a Spring Town Meeting and Zoning Articles scheduled for a Fall Town Meeting in order to limit the length of the meetings and increase civic engagement.

7. Open 2019 Town Warrant

Dan Knapik, Town Administrator, announced that the public may submit citizen petition articles for 2019 Town Meeting from now until January 2019.

MOTION: To move to open the 2019 Town Meeting Warrant.

Motion by: Michael Stone

Seconded by: Tracy Post

Yea 5 Nay 0

8. D-Y School Draft Agreement Discussion and Vote

Dan Knapik, Town Administrator, reviewed the latest changes to the DY School draft agreement. He explained that the capital fixed costs for the new school will be split 60% to Yarmouth and 40% to Dennis. It was noted that some shared operating costs will be split 50/50, such as the cost for School Resource Police Officers. Selectmen discussed the cost breakdowns and Selectman Holcomb reviewed recent negotiations that have transpired between officials from Yarmouth and Dennis. It was noted that the towns have agreed on certain aspects of the Regional Agreement but still have a lot of issues to work out, specifically regarding the amount of representation each town will have on the School Committee.

Selectmen expressed frustration with the lack of communication with Dennis leaders on this issue. They discussed the urgency to address changing the Regional Agreement and it was noted

that Yarmouth has significantly more incentive to push for changes than Dennis does. Selectman Post suggested submitting the Selectmen's version of the draft regional agreement to the School Committee and giving Dennis leaders two weeks to respond and discuss the proposed draft agreement.

MOTION: To move that the DY School Draft Agreement be sent to the School Committee and that the Town Administrator draft a letter to the Board of Selectmen in Dennis noting that Selectmen in Yarmouth have advanced the document.

Motion by: Tracy Post

Seconded by: Erik Tolley

Yea 5 Nay 0

9. Drive-In Site Utilization Committee Update

Jim Saben, Chairman of the Drive-In Site Utilization Committee (DISUC), reviewed the recent work done by the DISUC. Mr. Saben reviewed the history of the Drive-In Site and explained the original charge of the DISUC. DISUC previously recommended that the Town take a two phase approach to the project, with the first phase investigating a possible Riverwalk Park & Boardwalk and a second phase that is TBD. Mr. Saben reviewed all the recent tasks performed by the Committee in order to conduct a comprehensive Riverwalk Park & Boardwalk feasibility study. These tasks included: new wetland delineations and site analysis, coming up with alternative designs for the Riverwalk Park & Boardwalk, conducting public outreach, and procuring cost estimates. As a result of the study the Committee has five recommendations for the Drive-In Site:

- a. Retain entire Drive-In property for recreational uses and not dispose of any portion of the property.
- b. Establish permanent use for festivals and special events on former drive-in area.
- c. Move forward with the Riverwalk Park – DISUC Preferred Concept Plan.
- d. Move forward with some form of Boardwalk which is central to the success of the project.
- e. Permit and design the Riverwalk Park & Boardwalk together and proceed with construction as funding and resources permit.

Mr. Saben also provided cost estimates for the Riverwalk development and construction which was estimated to be a little over \$4,800,000. He also reviewed potential funding sources for the Park & Boardwalk which included CPA funds, Tourism Revenue Preservation Funds, and grant opportunities.

Mr. Saben also provided the Board with different options for the Boardwalk design. He explained that the DISUC is recommending option 2 or 1C. The different costs associated with each option were presented, and they ranged from \$2,000,000 to \$5,500,000.

Mr. Saben explained the next steps for the Drive-In. First a design must be finalized and short-term site improvements must be implemented to facilitate events and festivals. Selectmen must decide on a Boardwalk design and then DISUC can move forward with obtaining funding for design, permitting, and an updated cost estimate for the Riverwalk Park and chosen Boardwalk option. Once that is accomplished the Town can begin to pursue funding opportunities for the project.

Selectman Tolley expressed concerns with the steep cost for this project and questioned how valuable the amenities would be to residents. Mr. Saben responded by saying that the two boardwalks currently in Town are used frequently by residents and visitors.

The next Selectmen meeting will take place on June 6, 2018 and the Board will work on setting their goals for the next year at the meeting.

Selectmen requested that Town staff contact the Blue Economy of Cape Cod organization to set up a future presentation with the Board. Selectmen also agreed to take up the topic of blighted properties at a future meeting.

d. Individual Items

Selectmen Forest congratulated Selectmen Holcomb and Tolley on their reelections and stated that the Board is an enjoyable group to work with.

Selectmen Post stated that it was an honor to serve as the Board's Chairman for the past year and offered her full support for Selectman Holcomb as the future Chairman. She also thanked Town staff for all the work they have done to prepare for Town Meeting.

Selectman Tolley urged Town staff to forward Selectmen materials that are sent to the Selectmen's email address in a timely manner.

Selectmen Holcomb thanked Selectmen and the voters for their support and stated that he looked forward to working with the rest of the Board to accomplish their goals in the next year.

11. Town Administrator Items

a. Town Administrator Updates: Dan Knapik, Town Administrator, stated that the Town will be reviewing bids from the public to repair the Bass Hole Boardwalk in the upcoming weeks.

Chris Dwelley, Assistant Town Administrator, explained to the Board that the Town is working on an online platform that will enable the public to track Town and department goals. There will be a quick presentation at the next Selectmen meeting explaining more about the initiative.

b. Water Resources Planning: Dan Knapik, Town Administrator, stated that Selectmen will be invited to meetings in the summer regarding the Tri-Town Wastewater planning efforts in order to receive their input.

12. Adjourn

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

Motion by: Tracy Post

Seconded by: Erik Tolley

Yea 5 Nay 0

Meeting adjourned at approximately 9:20pm.

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- Board of Selectmen Reorganization
- CVEC Leases
- Online Dog Licenses and Other Purchases
- DY School Draft Agreement
- Memo/PowerPoint presentation, dated 5/16/2018 to BOS from James Saben, Chairman, Drive-In Site Committee, re: findings and recommendations
- Memo to BOS from Mark Forest, dated 5/15/2018 re: ConCom Reappt & Appt
- Letter of resignation from Bob Isadore re: County Human Rights Commission – TOY Rep
- Letter of resignation on behalf of Frank Martines from RASWAC
- Approval of Minutes of Meeting for January 9, 2018
- BOS Projected 2018 Meeting Agendas
- Memo to Dan from Dianne Kane/Sr Services dated May 1, 2018 re: Gifts to Senior Services
- Bass River Grille Flyer
- Board of Health meeting agenda – May 7, 2018
- Letter from US Dept of Housing & Urban Dev Re: FY '18 allocations