



Board of Selectmen **Public Meeting Minutes** **June 19, 2018**

The regular meeting was called to order at approximately 6 p.m. in the Town Hall Hearing Room by Chairman Norm Holcomb. Selectmen present: Tracy Post, Mark Forest and Michael Stone. Also attending: Yarmouth Town Administrator Dan Knapik; Yarmouth Assistant Town Administrator, Chris Dwelley; Finance Director, Ed Senteio; Director of DPW, Jeff Colby; and Town Planner, Kathy Williams.

1. Public Announcements & Comments

Suzanne McAuliffe, Yarmouth representative to the Barnstable County of Delegates, gave a brief presentation on the County's approved budget.

Vida Morris, resident, asked if the Town's insurance company paid for the boardwalk repairs at Gray's Beach Boardwalk. Dan Knapik, Town Administrator, responded that the Town was declined on insurance coverage for those repairs and they were instead funded through the Community and Economic Development Committee (CEDC). Ms. Morris questioned the Town's future boardwalk plans at the Drive-In site considering the maintenance required by boardwalks.

Jan Kubiak, resident, spoke in favor of the Town's green initiatives.

Justin Ingold, resident, spoke in support of the Vineyard Wind project.

Jim Wolf, resident, spoke in support of the Vineyard Wind project.

Mary Vilbon, Yarmouth Chamber of Commerce, announced that there will be a ribbon cutting ceremony at the Inflatable Park on Saturday morning for the opening of a lazy river. There will also be a ribbon cutting ceremony next Tuesday afternoon at the Compass Rose. She invited Selectmen and members of the public to attend.

Tom Nickinello, resident, spoke in opposition to the Town pursuing a blighted properties by-law.

2. Town Scholarship Presentations – Yarmouth Scholarship Committee

Tom Kerr, Chairman of the Scholarship Committee, presented scholarships to Curtis Anderson, Declan Burrell, Samuel Capobianco, Matthew Carbonaro, Stephanie Carvalho, Michael Ciulla, Alexis Hartnett, Haley Hastings, Jennifer Keim, Jacob McCarthy, Serena Marie Mitchell, Julia Nicoll, Kimberly Nicoll, Elizabeth Selens, and Drew Weinert.

3. Parker's River Bridge Land Takings

Kathy Williams, Town Planner, gave the public an update on the Parker's River Bridge streetscape project. The project will be very beneficial to the environment in the area as it will reduce nitrogen loading and will restore tidal flushing. The project has funding through a variety of grants and CPA funds and will likely go out to bid in the fall. Selectman Holcomb explained to the

public that the Town has been undergoing negotiations with neighboring property owners regarding land takings required to complete the project.

4. Golf Bond Anticipation Note and Financials through May 2018

Ed Senteio, Finance Director, explained the process of taking out a short-term anticipatory note to fund the renovations to the Bayberry Hills Golf Course. Mr. Senteio is requesting that the Town roll over the bond anticipatory note until there is more debt drop off in the Golf Enterprise Fund. Mr. Senteio explained that the Town is currently borrowing at a rate of 2.3% interest. He also explained that the Golf Division will not be able to do any long-term financing for another 2-3 years until the debt drops off.

MOTION: To move to approve the borrowing as presented.

Motion by: Michael Stone

Seconded by: Norm Holcomb

Yea 4 Nay 0

Pat Armstrong and Jim Armentrout, Yarmouth Golf, reviewed the accomplishments and challenges the Golf Division has faced attempting to implement changes after receiving input from the Selectmen in March. Construction is done on Bayberry Hills and the front nine holes are now open to play. The greens, fairways, and rough are all in good shape on the Bayberry and Bass River golf courses. The revenues for the month of June are on target. The Golf Division has worked to reduce overhead expenses and has sold unused inventory. Mr. Armentrout also gave a full vote of confidence to the staff at the golf courses and stated that the golf facilities in Yarmouth are in excellent shape.

5. Public Hearings

a. Change of Manager – Thirwood Place, South Yarmouth. Michael Ceku presented the application for a change of manager at Thirwood Place in South Yarmouth.

MOTION: To move to approve the change of manager.

Motion by: Tracy Post

Seconded by: Mark Forest

Yea 4 Nay 0

b. New Wine & Malt License Hearing for Heavenly Restaurant. Selectman Stone read the public notice into the record. Leeje Young presented the application for a Wine & Malt License. Ms. Young explained she is looking to open up her restaurant for dinner starting next week and she would also like to serve beer and wine. The new hours for the restaurant will be from 6 am- 9 pm. Tom Nickinello, Yarmouth Chamber of Commerce, spoke in support of the application. Selectman Stone reviewed the TIPS requirements with the applicant.

MOTION: To move to close the public hearing.

Motion by: Tracy Post

Seconded by: Mark Forest

Yea 4 Nay 0

MOTION: To move to approve the application as presented.

Motion by: Tracy Post

Seconded by: Mark Forest

Yea 4 Nay 0

c. Show Cause Hearing for Tavern 731. The applicant has requested a continuance for the hearing until the next mutually beneficial date. The hearing will be continued to August 7, 2018.

MOTION: To move to continue the hearing until August 7, 2018.

Motion by: Tracy Post

Seconded by: Mark Forest

Yea 4 Nay 0

6. Water Operations Study and Barnstable Water Agreement

Dan Knapik, Town Administrator, updated Selectmen on the Barnstable Water Agreement. Mr. Knapik recently spoke with the Barnstable Town Manager regarding possibly amending the Barnstable Water Agreement, which Barnstable was not agreeable to. He did however ask the Town of Yarmouth to calculate the difference that the Cummaquid Heights owners in Yarmouth pay (as opposed to owners in Barnstable) so that the Town could possibly reimburse those households the difference for the length of time that Yarmouth sells water to Hyannis.

Jeff Colby, Director of DPW, reviewed the Water Operations Study. He reviewed water system information, gave background on the study, and reviewed the study process and recommendations. The study recommended that the Town pursue multiple maintenance improvements such as having an unidirectional flushing program, performing hydrant inspections/maintenance, formulating a future meter replacement schedule, evaluate water rates, and prioritizing asset improvements (among other recommendations). The next step in implementing the recommendations of the Water Operations Study is to update job descriptions that include applicable license and operator requirements. The Town will also have to contract a short-term water general manager to help implement recommendations, which will cost about \$3,000 a week.

The Board of Selectmen thanked Mr. Colby for his presentation and supported the direction of the Water Department.

7. D-Y School Negotiations

Dan Knapik, Town Administrator, reviewed a memo from Liz Sullivan, Dennis Town Administrator, which stated that Dennis is open to re-establishing face-to-face D-Y School Agreement negotiation meetings. He also reviewed the process the School Committee could take in order to put the new school project in front of voters, either by Town meeting or Town ballots. Selectman Post reviewed the actions at last night's School Building Committee meeting. She stated that there was no discussion at the meeting regarding the memo sent to the Committee by Yarmouth Selectmen. Ms. Post expressed her frustration with the process and stated that negotiations with Dennis regarding regionalization are going nowhere. She urged the Board to take some sort of action to avoid being in the position where the Town has to pay for a new school that residents do not want. Selectman Stone suggested that the Board of Selectmen present the town of Dennis with their proposed splits on capital costs and ask for a response. Selectman Holcomb stated that when Selectmen previously did this, Dennis Selectmen deferred on making any decision on the proposed agreement until they could meet with the Finance Committee. Mr. Knapik stated that he would draft a letter tomorrow requesting a response from the Dennis Selectmen on the proposed school agreement that the Yarmouth Selectmen submitted to the School Committee.

8. Board of Selectmen Goals Discussion and Possible Vote

Dan Knapik, Town Administrator, reviewed the Town's progress report and introduced the notion of the Town having an outward facing tool which would allow the public to access progress reports on projects/goals at any time.

Chris Dwelley, Assistant Town Administrator, reviewed the 2018 Selectmen goals and how Town staff worked to achieve them. He explained that the Town established bi-weekly progress reporting and recurring in-person progress check-in's to monitor the progress of goals. Mr. Dwelley also introduced the tool Envisio, which is a strategy management software solution that would allow

Selectmen and the public to access an outward facing reporting tool. He explained that Envisio creates reports that are easy to generate and comprehend. The idea would be to incorporate Town goals and projects into the tool and to launch it to the public in the fall. Mr. Dwelley presented the FY2018 Board of Selectmen Mission and Goals document and asked that the Selectmen review it and come back at the next meeting with thoughts on (if any) changes that need to be made before the information is incorporated in an outward facing reporting tool.

Chairman Holcomb suggested that the Board devote an hour to reviewing the Board of Selectmen Mission and Goals at a future meeting.

9. Board of Selectmen

a. Upcoming Agenda Review. The next Board of Selectmen meeting will be on June 26, 2019 to review the Board of Selectmen goals. Mr. Knapik explained there will be an Opioid Litigation Update at the August 7, 2018 Selectmen meeting. Chairman Holcomb raised the issue of possible forming a DPW Building Committee to solicit input from the public on the project. Mr. Knapik stated that he would have a proposal regarding this issue at the next Selectmen meeting.

b. Individual Items. Selectman Post suggested establishing a scholarship in the future that is given for community service. Selectman Stone stated that the Yarmouth Restaurant Association will be holding an educational program next Tuesday for servers regarding alcohol serving.

10. Town Administrator Items

a. Consent Agenda. Mr. Knapik reviewed the requests on the Consent Agenda which included the authorization for a PAC Grant application and a request from the Cultural Center to stencil parking lot lines between the Cultural Center and the South Yarmouth Library.

MOTION: To move to approve the Consent Agenda

Motion by: Tracy Post

Seconded by: Michael Stone

Yea 4 Nay 0

11. Adjourn

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

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 4 Nay 0

Meeting adjourned at approximately 10:30pm.

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- Town of Yarmouth Scholarship Recipients
- Parker's River Tidal Restoration Bridge Replacement Project Land Easements/Fee Takings
- Public Hearing for Change of Manager Application for Thirwood Place
- Public Hearing for New Wine & Malt License Application for Heavenly Restaurant
- Show Cause Hearing for Tavern 731
- Golf Bond Anticipation Note and Financials through May 2018
- Water Operations Study, Inter-municipal Water Agreement between Barnstable and Yarmouth, and 2017 Water Quality Report
- D-Y School Negotiation Discussions
- BOS Goals / Yarmouth Chamber of Commerce Goals
- 2018 BOS Upcoming Agenda Items Schedule
- PARC Grant Application Authorization
- Cultural Center of Cape Cod Requesting to stencil parking lot lines between Cultural Center and the Library
- Trustees of the Yarmouth Port Library – requesting a waiver of the Tent Fee for July 7th, 2018 book sale.
- Memo to Town Administrator from Senior Services dated June 1, 2018 re: Gifts to the Division of Senior Services
- Memo to BOS from Recreation Division dated May 7, 2018 re: Donations
- Memo to Town Administrator from YFD dated June 13, 2018 re: Gift
- Grave Marking of Pvt. Isaac Berry (1728-1803)
- Email from Officer Philip Magnuson dated June 6, 2018 re: Special All Alcohol Licenses
- Rental Lottery Information Session Flyer