



Board of Selectmen **Public Meeting Minutes** **December 4, 2018**

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

1. Board of Selectmen Goals Update

Chris Dwelley, Assistant Town Administrator, gave the Board of Selectmen a mid-year update on the progress of their goals for the Town. Mr. Dwelley presented the Town's new Envisio platform which included a list of Selectmen goals and sub-actions associated with those goals. He explained that the Town is tracking the progress of these goals as a percentage of the sub-actions associated with the goal that have been completed. The Selectmen suggested adding an area on the progress report where Selectmen can see which Town staff member is the point person for a particular project. Selectman Post also suggested implementing a dashboard on the Envisio platform that Selectmen can easily view a summary of their goals and the progress made on them.

Mr. Dwelley reviewed some of the Town's economic development goals in more depth and explained projects such as E-Permitting and the Ragnar Relay Race which are intended to boost economic development in Town. Dan Knapik, Town Administrator, updated the Board of the progress of the Drive-In Site and stated that there has been increased interest lately in using the site as an event venue. He also stated that the Community Preservation Committee recently voted to fully fund the CPA request for engineering and design work for the long-term use of a Riverwalk Park and Boardwalk at the Drive-In Site.

Mr. Dwelley also briefly reviewed the Town's other goals of: maintaining high quality infrastructure; support high quality education; deliver high quality public safety programs; maintain sound fiscal health; clean water; provide exceptional customer service; develop a strategy to address opioid addiction; support sustainability; preserve open space; and, provide robust programming for all residents. The Selectmen commented that they had concerns regarding the support of high quality of education goal, as there is much uncertainty surrounding the future of the new regional middle school. The Selectmen also urged the Town to tie the education and addiction prevention goals together to educate the youth community about the dangers of drugs and alcohol.

Mr. Dwelley also expanded upon the Town's goal of supporting sustainability, and pointed out two upcoming projects in this area: the Town's application to qualify as a 'Green Community and the Town's efforts to install solar panels on Town facilities. The Board was also updated on the progress of the Town's goal to preserve open space. Mr. Dwelley explained that the Town is currently working on creating a land disposition policy and will form a land disposition committee in the future to help decide which Town-owned parcels should be kept and which should be sold. Mr. Knapik also indicated that the Town is still in the process of negotiating the purchase of the Yankee Village Motel for conversion to open space. The Selectmen were also presented the progress on the goal of bringing quality programming to for all residents and it was suggested by Ms. Post that the Town look into implementing intergenerational programming so that all the demographics in Town could be served through one program.

2. Board of Selectmen

- a. Approval of Meeting Minutes

MOTION: To move that the Board of Selectmen approve the minutes of March 20, 2018.

Motion by: Michael Stone

Seconded by: Tracy Post

Yea 5 Nay 0

- b. Upcoming Agenda Review

Dan Knapik, Town Administrator, presented a proposed agenda for the next Board of Selectmen meeting on December 18, 2018. He explained that the Board would receive an update from the Yarmouth Chamber of Commerce at that meeting and would review 2019 budget requests from Town departments. The December 18th meeting will start at 5:30 pm.

- c. Individual Items

Selectman Forest requested a presentation at a future Selectmen meeting from the Town's new Economic Development Coordinator on what his job entails. Selectman Tolley reminded the public about a blood drive tomorrow at the Bass River Rod and Gun club from 2 – 6 pm. Mr. Tolley also explained his recent health issues and why they have kept him away from meetings. He indicated that he would be able to resume his regular duties moving forward and thanked members of the public who wished him well.

3. Town Administrator Items

- a. Consent Agenda

Dan Knapik, Town Administrator, presented the Consent Agenda to the Selectmen. The Consent Agenda consisted of donation requests and requests to amend business operational hours for New Year's Eve.

MOTION: To move to approve the Consent Agenda as presented.

Motion by: Tracy Post

Seconded by: Michael Stone

Yea 5 Nay 0

4. 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 8:00 pm.

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- Board of Selectmen Goals Update – Mid-Year Progress Report
- Board of Selectmen Meeting Minutes of March 20, 2018
- 2018 BOS Upcoming Agenda Items Schedule
- 2019 BOS Upcoming Agenda Items Schedule
- Memo to BOS from Recreation Division dated November 16, 2018 re: Donations
- Letter to Town of Yarmouth from Bayside Resort dated November 13, 2018 re: Request for extension of liquor license to 2 am for New Year's Eve
- Letter to BOS from Cape Cod Irish Village dated November 9, 2018 re: Request for extension of liquor license to 2 am for New Year's Eve
- Letter to Town of Yarmouth from The Loft Restaurant and Bar dated November 14, 2018 re: Request for extension of liquor license to 2 am for New Year's Eve
- Letter to BOS from Yarmouth House dated November 24, 2018 re: Request for extension of liquor license to 2 am for New Year's Eve
- Email to Linda Hill from Inaho dated November 20, 2018 Notice of Closing
- Letter to Town of Yarmouth from The Riverway Lobster House dated November 28, 2018 re: Notice of Closing
- Yarmouth Substance Awareness Committee Letter to BOS dated November 27, 2018 re: 3rd Annual Sticker Shock Event
- Cape Cod Healthcare Blood Drive Flyer