MINUTES BOARD OF SELECTMEN JULY 9, 2020
Town Hall, 130 Main Street, Sandwich, MA 02563
7:00 p.m.

Present: M. Miller, B. George, S. Hctor, C. Holden
G. Dunham, Town Manager; Heather Harper, Assistant Town Manager

Mr. Miller opened the meeting by reading the March 12, 2020 Executive Order from Governor Baker
suspending certain portions of the Open Meeting Law. There will be no in-person attendance for Selectmen’s
meetings, however the meeting will be live-streamed and comments from the public will be taken through
technologic means.

PLEDGE OF ALLEGIANCE

REVIEW AND APPROVAL OF MINUTES
Mr. George moved to approve the June 25, 2020 minutes. Mr. Hctor seconded. Approved unanimously by
roll call vote.

PUBLIC FORUM

None.

TOWN MANAGER REPORT
1. Finance Committee will be meeting on July 21.
2. The insurance – liability, property, and workmen’s comp – is carried by Massachusetts Interlocal (MIA). The
   insurance requires providing workshops and training throughout the year and gives a monetary credit on the
   following year’s bill. This year’s credit is $43,300, the most it has ever been. Linda Kiley has done an incredible
   job coordinating it all.
3. The Forestdale Fire Station is to be auctioned off on Friday, August 28 at 1 PM at the site. There will be an
   open house on August 22 from 11 AM to 1 PM and it will be open from 11:30 AM to 1 PM on the day of the
   auction.
4. Progress is being made at the library; the design is nearly done and they are close to completing
   construction documents. There was a phone call and will be a meeting tomorrow to discuss the temporary
   relocation.
5. The general contract documents are ready for 100 Rte. 6A. If all goes well, work can begin in August or
   September. The DPW had agreed to do some demolition and paving of the parking lot. They did look for
   quotes to see if it would be less expensive to sub the project. Condon Excavating will be helping with the
   demolition.
6. The Planning Office forwarded a request for Selectmen to appoint a Local Comprehensive Planning steering
   committee. The Planning Board has recommended several people to serve.

CORRESPONDENCE/STATEMENTS/ANNOUNCEMENT
Mr. Miller announced that Dr. Bob Dutch has retired after 30 years at Upper Cape Tech. He wanted to
acknowledge how helpful Dr. Dutch has been. Mr. George wanted to recognize Ms. Harper and Mr. Dunham
for facilitating the clean-up of the blueberry patch. Mr. Miller also wanted to acknowledge the beach clean-up
for July 4. Having the dumpster was helpful. Public safety reported that the number of calls was down this year.

**STAFF MEETING**

*Request to Extend Existing Entertainment License:* Outdoor patio at Tomatoes Italian Grill 280 Rte. 130 Unit C, Marc Petralia, Manager. Mr. Petralia is requesting to extend his existing entertainment license to his patio. The entertainment would only be acoustic guitar and piano. This has been approved with positive input. If the current license already covers the outside, extending it would be all right. There are some others who might be interested, but are not covered for outside; these would need to come before the Board.

*Questions/Comments from the Board* Mr. George commented that the Board is likely to see a few of these. He wanted to know how long this would be valid and is it temporary. Mr. Dunham responded that Mr. Petralia’s request is for a permanent extension. The State is slow in reviewing these and special permit would be required for others; probably not many would want to go through the process. Mr. Hoctor expressed concern that too many would be requested and how would the Board “reel it back in”. Mr. Dunham said he did not think there would be too many and outdoor eating will end on November 1. Mr. Miller commented that some restaurants were using their parking lots for outside spaces; they will not be used when things get back to normal.

Mr. Hoctor moved that the Board grant the extension to the entertainment license for Tomatoes Italian Grill as written. Mr. Holden seconded. Approved unanimously by roll call vote.

**OLD BUSINESS**

*COVID-19 Command Team Update:* Mr. Dunham stated that in general the public is wearing masks. The numbers of cases are down substantially – only 3 active cases with one more possible tomorrow. The number of cases was zero two weeks past Town Meeting. As the reopening Phase 3 advances, it will be harder to know the direction this will go. Dave Mason and Chief Burke have been reaching out to businesses. The team’s recommendation is to avoid having in-person committee meetings until September. There are 500 more tests coming and committee members can be tested with the rapid test before the in-person meetings begin. If anyone is positive, they will be followed up with an antibody test. There are enough tests for the approximately 100-150 that would be tested. A larger number of tests will be required for the schools to reopen. Some meeting spaces, like the Sand Hill School, are not conducive to social distancing. Tests will be scheduled over 3 to 4 days. The testing company is sending a full time nurse to do rapid tests, swabs, and blood testing. The eventual goal is to test the general public. So far testing has been paid for by a FEMA reimbursement and a state grant. It might be CARES Act eligible. Hopefully the testing will be before Labor Day, but all school employees must be tested before school can reopen first. Ms. Harper said that employees had been tested in May and she appreciated all Town employees for contributing to maintaining a safe environment. There is a need to develop different policy scenarios for repeat testing for people who might have symptoms or travelled to a place where there might have been an exposure. This will be a consistent plan to keep the workplace healthy. Mr. Miller commented that there are only a few meetings left before September and that the Board should approve the recommendation; approved by consensus.

*Budget Updates:* Mr. Dunham reported that there is no change yet. There is still no news from the State. There is still a pending Reserve Fund request for up to $240,000. Better numbers will be coming in the next two weeks.

*Disposition of the H.T. Wing School and Approval of Option Agreement:* Ms. Harper reported that the School Committee has transferred the care and custody of the school to the Selectmen. The Committee also voted to extend the collaborative lease for a month. This vote gives the Selectmen the authority to enter into an option to purchase agreement, which is the first step. It will give the developer site control and allow them to proceed with their permitting process. There will be a possible Land Development Agreement by next
meeting, which will give a lot more detail. The developer has agreed to allow the Collaborative to be at the school until December 2021, but the lease now has to be approved by the Selectmen. They rent and agreement about maintenance will remain the same. The lease for the Collaborative will be ready for the Board’s next meeting. There had been a huge concern for the developer about the uniform relocation regulation, which would require the developer to pay for the costs of the relocation. The developer has stated that they would not pay for that, and that statement is in the option to purchase agreement and the Town has accepted that. The Collaborative has agreed to a hold harmless for the Town and that statement has been added to the documents. Signing the option to purchase will allow the developer to go to the State to apply for site eligibility for affordable housing. Then the permitting will start with the local zoning board. The agreement is in the Selectmen’s box and will need all five signatures. Mr. George moved that the Board of Selectmen accept the care and custody of the H.T. Wing School and approve the Option Agreement. Seconded by Mr. Holden. Approved unanimously by roll call vote.

Center for Active Living Update: The latest design draft is in the Selectmen packets. Mr. Dunham said he is impressed with the architect and the project manager. The goal is to have a joint meeting between the Board and the COA Board with an architecture walk-through. They want to move from schematics to design development and would like authority to move forward. Mr. Miller asked if there is enough money allocated; Ms. Harper said everything looks all right. Mr. Holden thinks it is a great concept. On the plan, the court is wide enough for other activities besides basketball. Option A is better with the larger court and vestibule. A meeting needs to be scheduled.

Summer Meeting Schedule: Mr. Dunham submitted the schedule with the changes made from last meeting.

Other Old Business not reasonably Anticipated: Mr. Miller would like to schedule items for future meetings—green initiative, SEIC, Long Range Plan and maybe other. Mr. Dunham said the Charter Committee would not be formally appointed until it can meet in person. He will reach out to the seven interested people and let them know.

NEW BUSINESS

Appointments to the Conservation Commission: The following people are recommended for appointment: Member – Cameron Murphy; Associate Members – Hillary Foglia, Roy Anderson, & Jason Heyer. Mr. Hoctor moved to accept the recommended appointments as listed. Seconded by Mr. Holden. Approved unanimously by roll call vote.

Appointment to the Historical Commission: Maria Nye has been recommended as a regular member. Mr. Hoctor moved to accept the recommendation that Maria Nye be appointed a member of the Historical Commission. Mr. Holden seconded. Approved unanimously by roll call vote.

Ice Cream Sandwich Proclamation: Ms. Harper reported that on August 2 there will be a truck with free ice cream at the new park. The Board of Selectmen is invited. A proclamation naming August 2, 2020 as National Ice Cream Sandwich Day was read. Mr. George moved that August 2 be named National Ice Cream Sandwich Day. Seconded by Mr. Hoctor. Approved unanimously by roll call vote.

Warrants: They were signed and looked fine.

Other New Business not Reasonably Anticipated: Mr. Dunham reminded Selectmen about making appointments to the Local Comprehensive Planning Steering Committee. Those recommended include: D. Darling, J. Picard, N. Perkins, W. Daley, P. Carroll, J. Finn, J. Fitch, & J. Hall. Mr. Holden recommended the
appointment of LCP Steering Committee members as listed. Mr. George seconded. Approved unanimously by roll call vote.

Mr. Holden reported having attended the School Committee meeting; it was informative and students and former students made a presentation. Mr. Miller reminded the Board that there usually is a tri-board meeting to discuss the upcoming budget, but because the schools are dealing with reopening, it might be better to have it after school starts. Also, the State Budget is needed before discussion on upcoming budget. Mr. Miller asked about increases in expenses because of the reopening plans. Mr. Dunham said that they had planned for some of this in their current budget, but more expenses will likely be necessary. There is some access to State funds. Mr. Holden wanted to clarify that Mr. Hoctor is an appointed alternate liaison to the School Committee and that he and Mr. Hoctor are not a subcommittee. Mr. Holden also asked how the Board would be involved with filling the School Committee vacancy. Mr. Dunham said he had talked with Dr. Gould and that two have applied. Both committees need to vote to appoint, then it goes to the State to confirm. However, because this might not get confirmed until after the November election, legal counsel has said the appointment will be effective because Town Meeting authorized it. Mr. Hoctor had a question whether the appointed person would need to wait for the State approval before being able to serve on the committee. Mr. Dunham said that new member will be able to participate right away.

PUBLIC FORUM

No submissions for comment.

CLOSING REMARKS

Mr. Dunham wanted to acknowledge the recent death of former Superintendent of Schools, Peter Cannone. He said Mr. Cannone was great to work with and he worked tirelessly for the schools. The Town owes him a debt of gratitude and extends sympathy to his family.

ADJOURNMENT

The meeting adjourned at 7:54 PM.

Respectfully submitted,

Susan James

Supporting Documents:
Application to extend entertainment license – Tomatoes Italian Grill (2)
COVID Team Recommendation (1)
Budget (3)
Wing School Option Agreement (15)
Center for Active Living plans (5)
Selectmen meeting schedule (1)
Committee appointments (5)
Ice Cream Sandwich Proclamation (1)

Approved 7/23/20