

MINUTES
BOARD OF SELECTMEN
THURSDAY, JULY 24, 2008
HUMAN SERVICES BUILDING
270 QUAKER MEETINGHOUSE ROAD

Present: Linell Grundman, John Kennan, Frank Pannorfi, Randy Hunt and Dana Barrette

Also Present: Assistant Town Administrator Douglas Lapp; Alan G. Trebat; William R. Collins; Damien Houlihan of the Sandwich Energy Committee; Fire Chief George Russell and Deputy Fire Chief Tom Corriveau; Jim Lehane, 25 Foster Rd, E. Sandwich; Kevin Zygadlow, 11 Ocean Road, E. Sandwich; Paul Babin, Broadsider; George Brennan, Cape Cod Times; Mary Stanley, Sandwich Enterprise; SACAT

Meeting called to order 7:00 p.m.

ITEM #1
PLEDGE OF ALLEGIANCE

All present stood and recited the Pledge.

ITEM #2
REVIEW AND APPROVAL OF MINUTES

No minutes presented.

ITEM #3
ASSISTANT TOWN MANAGER'S REPORT

-The Town's comments on the Cape Cod Commission Regional Policy Plan. The Cape Cod Commission had set August 3 as the deadline. People from other towns have been asking for more time. Planning Director Greg Smith has met with the Commission to get more information. The Cape Cod Commission is going to be requesting an extension from the Assembly of Delegates. Even if the extension does not go through we still have big window of opportunity. As part of the process Cindy Russell has suggested a joint meeting with the Economic Development Committee, the Local Planning Committee and the Board of Selectmen along with Paul Niedzwiecki and Sharon Rooney of the Cape Cod Commission.

-At a previous Selectmen's meeting a person from the Triangle Pond area expressed concern about the algae issue in the three ponds area. Health Agent Dave Mason has been working on this with the Cape Cod Commission. There is no real data at this time. We are working on educating homeowners in the area about this. If, down the road, a chemical treatment has to be done, we will address it through the Conservation Commission.

-A lot of work is being done at the comfort station at Town Hall Square due to the fact that it was recently vandalized twice and, in addition, there is some heavy volume usage at this time of the year. The Facilities Department has been working very hard to put it back in working order. To address the issue we might be closing the comfort station at night.

-We have earned a significant credit on the property and liability, nearly \$16,000 insurance premium credit from MIA, the Town's insurance company. Over the years we have lowered our insurance costs by about \$100,000. Jan Hagberg and Kathy Coggeshall in our office work hard on this.

Ms. Grundman commented on the comfort station issue. It would be a good step to take to close it at night.

ITEM #4
ANNOUNCEMENTS / STATEMENTS / CORRESPONDENCE

Mr. Kennan- the Local Planning Committee met on Tuesday for an update of the Local Comprehensive Plan. We are moving along quite well. Ted Brovits has done an outstanding job preparing all the drafts for the preliminary proposal for completion of the work for the update of the plan.

Mr. Pannorfi – the Local Planning Committee had what was probably its final meeting before going to Boston to MOTT, the organization that provided the funding, then to the Cape Cod Commission for further review. A hearing will be taking place and everyone will be hearing more in the near future.

Ms. Grundman – last night she and Mr. Barrette attended a training meeting hosted by the Town Of Bourne at their Community Center. It was the Senior Management Board of the Mass. Military Reservation. The training, done by the professional environmental counsel Ellis Environmental Group, gave an overview of the history of the cleanup and super fund. Ms. Virginia Valiela, who has been working with this for about twenty years, was very generous with her time and overview of the community action. Mr. Pannorfi has been working with this for three years. This is a good example of how the community can force the government to get something done. There have been two books written about that cleanup which may be available at the library.

Mr. Pannorfi noted that Mr. Hayden Coggeshall of Bourne was on the Senior Management Board from the early days. The military is still totally committed to this cleanup project. It won't be finished until about 2040. This project has become the model for these clean up operations.

Ms. Grundman -The Upper Cape, through the Mass. Military Reservation Senior Management Board, has been practicing its own brand of regionalization. Good practices have been set up in terms of how the four communities communicate. Mr. Barrette is now the official representative to the Senior Management Board from Sandwich.

Mr. Barrette noted that the training was for the Sandwich representatives and representatives of the Mashpee Wampanoag. It was not the full board.

Ms. Grundman – She, Mr. Lapp and Mr. Kennan attended the Issues and Alliances meeting of the Chamber of Commerce this morning. This is a committee of the Chamber of Commerce. The new director of the Cape Cod Canal Corp. of Engineers, who has been at his job for one year, gave a general update and information on the feasibility study they are engaged in for the expansion of the Marina. They are hesitant to give any time frame but they hope to move into the action phase by spring 2010. The director will be invited to come to talk with the Selectmen possibly in September.

-Mr. Kennan noted that Mr. Frank Fidelli, Ms. Paige Kane from Mirant, along with Harbormaster Greg Fayne, Planning and Development Director Greg Smith and Mr. Dave Curtis of the Sandwich Economic Initiative Corp task force were also present at this morning's meeting. The Issues and Alliance committee is a group of people who get together to discuss important issues to the town and to forge alliances.

Mr. Pannorfi noted that a couple of weeks ago he received a call from Representative Perry. They talked about who would be interested in taking over what Mr. Tom Keyes was doing with the Seaport Advisory Council.

It was noted that Ms. Grundman and Mr. Kennan plan to cover the meetings due to the fact that there is no official liaison at this time.

It was agreed that Mr. Tom Keyes should be invited to speak with the Board about this, due to the fact that he has been the face of this project for a long time.

-Ms. Grundman complimented the town staff that came up with questions for the representatives of Sandwich Economic Initiative Corp task force. Mr. Lapp explained that he and Mr. Dunham met with Marina, Planning & Development and Financial Department heads and came up with about thirty questions for the task force. Mr. Chris Bailey and Mr. Dick Johnson were also at the meeting. It was a very productive meeting bringing together the professional side of town government and the SEIC Board.

ITEM #5
PUBLIC FORUM

None.

ITEM# 6
STAFF MEETING

Cape Cod Commission Appointment-

Ms. Grundman explained that, due to the passing of Bob Jones, Alan G. Trebat has expressed an interest in serving the Town as the representative to the Cape Cod Commission.

Mr. Trebat introduced himself.

General discussion.

Mr. Barrette is pleased that someone with Mr. Trebat's skill set and enthusiasm is stepping forward.

***MOTION WAS MADE BY MR. KENNAN TO APPOINT ALAN G. TREBAT TO THE CAPE COD COMMISSION TO FILL AN UNEXPIRED TERM THROUGH JUNE 30, 2010. SECONDED BY MR. PANNORFI.**

Brief discussion on the length of the term. Mr. Lapp explained that Mr. Trebat is filling the unexpired three-year term of Bob Jones so the vote should be to fill the unexpired term from July 24 through June 30, 2010.

VOTE - UNANIMOUS

Barnstable HOME Consortium Appointment- H. Earl Lantery, Jr.

Ms. Grundman explained that Mr. Lantery has volunteered to fill an unexpired term through 2009. Mr. Lantery is a member of the Local Housing Authority.

Mr. Pannorfi noted that Mr. Lantery is also the Sandwich Housing Authority representative to the Capital Planning Committee and feels the fit is perfect.

The term is to fill the unexpired term through January, 2009.

***MOTION WAS MADE BY MR. KENNAN TO APPOINT H. EARLY LANTERY, JR. TO THE BARNSTABLE HOME CONSORTIUM TO FILL AN UNEXPIRED TERM THROUGH JANUARY, 2009. SECONDED BY MR. PANNORFI. VOTE – UNANIMOUS.**

Historic District Committee Appointment– William R. Collins

-Mr. Lapp explained that this is an elected position; however, in the case of someone not being able to fulfill the elected term, the Board of Selectmen have the authority to appoint someone to fill the unexpired portion of the term. In this case it is the unexpired term of Dorothy Freniere.

Ms. Grundman welcomed Mr. Collins and noted that the Historic District Committee has recommended Mr. Collins to fill this position.

Note was made that Mr. Andrew Jones has expressed an interest in being an alternate member of the Historic District Committee and this should be considered.

***MOTION WAS MADE BY MR. KENNAN TO APPOINT WILLIAM R. COLLINS TO FILL AN UNEXPIRED TERM TO THE HISTORIC DISTRICT COMMITTEE THROUGH DECEMBER 31, 2010. SECONDED BY MR. PANNORFI. VOTE – UNANIMOUS.**

It was noted that the Board will discuss the alternate position at a future meeting.

Sandwich Energy Committee Grant Application Recommendation-

Mr. Damien Houlihan gave an overview of the grant application noting that a subcommittee of the Sandwich Energy Committee will be applying for the grant. A letter dated May 9, 2008 from the Massachusetts Technology Collaborative explains that the town qualifies to install a free solar photovoltaic array using MTC grants as part of an MTC clean energy program. There could be a \$400 to \$450 savings to the town plus credits.

The SEC is asking for a letter from the Board of Selectmen to the MTC supporting this effort. The SEC supports this project.

The SEC has looked at many of the town buildings as possible sites for the installation of the equipment. The SEC feels that the Human Services Building might be the ideal site.

The MTC will provide ten hours of free consulting. A request for proposals will be issued. The town will select an installer. We will connect to the Grid and then we will have a future energy source.

It is free to the Town.

General discussion.

The Board approved of writing a letter of support for the MTC grant.

Mr. Pannorfi suggested that the SEC should have a conversation with the Sandwich Historic District.

They should be included in this project.

Mr. Houlihan noted the suggestion and mentioned that they will be contacted.

Mr. Houlihan noted that the SEC will draft the letter and get it to Mr. Lapp.

East Sandwich Fire Station (Station #2) Staffing Discussion-

Fire Chief George Russell and Deputy Fire Chief Tom Corriveau were present.

Mr. Lapp clarified some information that is on the Town's web site.

Mr. Pannorfi noted that he had a number of questions on this subject that were previously forwarded to the Fire Chief so he and the Deputy Fire Chief would be prepared to answer them tonight.

Mr. Pannorfi offered questions and the Fire Chief and Deputy Fire Chief responded.

Q - Response time issue; when was the East Sandwich Fire Station originally open and what was the staff?

A - It was opened October 25, 1968. It was staffed during the summer by one person, a firefighter up to 1980. There was no ambulance. Fire only, no emergency or advanced medicine. It was noted that the current administrative breakdown is on the Town's web site.

An explanation was given of the current number of shifts and a breakdown of the personnel.

Q - There isn't any way to reconfigure our current staffing to cover the station in East Sandwich?

A - It was noted that 80% of the calls require advanced life support and personnel is already stretched thin.

Q -Run Times?

A -Time logs are maintained on all runs. They average 9 minutes to East Sandwich.

Q -Can you rearrange personnel between down town and Forestdale?

A-The greatest concentration of people is in Forestdale and South Sandwich.

Q -Discussion on location of the stations and how many. Before we start investing money, we should have a better idea of the future stations.

A- Chief Russell noted he is concerned about a short-term fix. Even if we build another station, we still have to have the personnel. The Town is close to build out so we should hire an expert to answer our questions.

A -Deputy Fire Chief Corriveau noted that additional personnel is necessary no matter whether we add a station or not.

Mr. Barrette noted that he does support trying to get response times lowered and would like to see the Town do a comprehensive study on fire department staffing, equipment needs and station locations. We should include the police department also.

Q- Mr. Hunt suggested that the money is a separate issue from the physical buildings and discussed the cost of personnel and noted that there has to be some savings in overtime by having additional personnel.

A-Deputy Chief Corriveau responded, no, we are increasing services. We are just putting on the minimums. There is no savings in overtime and explained the shifts and staffing.

Q -Ms. Grundman - for clarity sake, you are talking specifically about increased services, you do not feel you are offering an adequate level of services particularly in East Sandwich.

A -Note was made that Chief Russell and Chief Newman before him have been saying this for years.

Q -Why are there three people on each ambulance?

A -80% of all ambulance runs provide advanced life support level of service. It requires one person to drive the ambulance and two people to administer the service.

Q -How do we educate the public and ourselves on how to afford to do this?

A -We have to do it as a team. Perhaps an outside source would come in and help us decide what to do as far as fixing up the stations and the number of stations necessary, etc. That is part of the reason we went with the trailer idea for now.

Mr. Kennan noted that he is in favor of making sure we have the right level of service.

Mr. Pannorfi questioned the number of calls requiring advanced life support service and the personnel required i.e. one man driving and two assistants in the back of the ambulance.

Mr. Barrette explained the action that occurs in the back of the ambulance. Also, not comfortable with the conditions of the stations themselves. The structures are as much a part of the problem as staffing.

Ms. Grundman agrees that increasing the amount of service is important as is the structures. We should try to increase the level of service while trying to making things structurally better. Level of service is

important on its own. While we look into planning for the fire stations, which is going to take a lot of time, we need to give the people the level of service.

Q -The Fire Chief was asked what his perspective is on subbing out the ambulance service.

A -We provide a service. The private ambulances are in it to make money.

It was noted that, in the past, the Finance Committee went through the process that the Town of Bourne is going through now i.e. possibly privatizing. The cost for the eight additional firefighters is about 1% of the Town's budget.

Q -Mr. Barrette asked about using call firefighters.

A -Chief Russell noted that call firefighters are not financially feasible or cost effective for the size of the Town.

Ms. Grundman noted that she supports opening the East Sandwich fire station. Level of service is what we are talking about. A new facility is at least five years out.

Mr. Barrette asked where a five-year scope comes from. The level of service and the facility is one and the same.

Mr. Lapp noted that the public is encouraged to take a tour of the public safety buildings and Deputy Fire Chief Corriveau has put a lot of information on the Town's web site.

Mr. Pannorfi suggested that this should be put out to the people and let them prioritize. We should do this for the police department also.

Ms. Grundman thanked Chief Russell and Deputy Chief Corriveau for bringing in a plan.

Deputy Fire Chief Corriveau noted that the Town has top-notch medical equipment. It is just hard to be everywhere at once.

Mr. Kennan mentioned that they have the Board's support.

ITEM #7 **OLD BUSINESS**

Update on Additional Package Store Legislation and Application Process-

-Mr. Lapp gave an update on this application process and legislation which was just recently signed by the Governor. This was originally intended to give the town one additional license. The State focused on an area in town, the downtown area. If we didn't agree with the wording, nothing would pass the legislature. There is now a two-step process which the town must do; define the down town area and decided how to allocate the license; issue some sort of public notice that we now have this new license available etc. Mr. Lapp offered a draft of language, defining down town as all of Old King's Highway, which he suggested can be discussed now or at a later meeting.

Mr. Pannorfi mentioned that he thinks the process is being complicated.

Mr. Kennan noted that he will be recusing himself from this discussion because an applicant for this license was his client at one time. The applicant is no longer a client of his.

It was agreed that Mr. Kennan should recuse himself from the entire conversation.

Mr. Barrette noted that the process Mr. Lapp suggested is fine but he has an issue with the definition of “downtown area” and suggested that the downtown area be defined as within the boundaries of the Historic District. Old Kings Highway is just as arbitrary and limiting as ‘downtown area’ is to Sandwich.

Mr. Hunt noted that, having gone from an ‘address’ to an ‘area’, what Mr. Lapp is suggesting is ok.

General discussion on a process.

Mr. Hunt noted that there has to be a process.

Ms. Grundman suggested that a defined process would be in the interest of transparency.

***MOTION WAS MADE BY MR. PANNORFI THAT THE BOARD OF SELECTMEN ADOPT, FOR THE PURPOSES OF THE ADDITIONAL PACKAGE STORE LIQUOR LICENSE WHICH WAS RECENTLY APPROVED BY THE LEGISLATURE AND SIGNED BY THE GOVERNOR FOR PURPOSES OF CHAPTER 184 THE ACTS OF 2008, DOWNTOWN SANDWICH SHALL BE DEFINED AS ALL OF THE OLD KINGS HIGHWAY HISTRICT DISTRICT AS DEPICTED IN A PLAN ON FILE IN THE OFFICE OF THE TOWN CLERK. SECONDED BY MR. HUNT.**

Mr. Barrette – Point of order -Should this question be voted at the regulatory hearing?

Mr. Lapp explained that it will be, this is just a vote for the purposes of authorizing Mr. Lapp to post the public hearing.

VOTE – 4 AYES, MR. KENNAN ABSTAINING

-At Mr. Pannorfi’s request, Mr. Lapp gave a brief update on the Roberti Farm noting that we do not need special legislation to continue with a process. The Town Meeting vote was all that was needed and Mr. Lapp suggested that the next step should be a discussion on a lease for the property that may exceed ten years for this particular project. Mr. Lapp will also check on the current status of the Telcom antenna project at the high school.

ITEM #8 **NEW BUSINESS**

Recreation Director Appointment- Guy Boucher

Mr. Lapp gave a brief overview of the interview and recommendation process.

***MOTION WAS MADE BY MR. KENNAN TO APPROVE THE APPOINTMENT BY THE TOWN MANAGER OF MR. GUY BOUCHER AS THE NEW RECREATION DIRECTOR EFFECTIVE AUGUST 4, 2008. SECONDED BY MR. PANNORFI. VOTE – UNANIMOUS.**

-Ms. Grundman mentioned that the Economic Development Committee will be meeting Wednesday, August 6 at 7 p.m. Not sure of the location at this time. The purpose of the meeting is to address any questions about the RFP from the Cape Cod Commission.

ITEM #9 **PUBLIC FORUM**

Mr. James Lehane, 25 Foster Road, East Sandwich, supports the fire departments additional eight man proposal. In favor of a central location for all town offices, Police Fire and Town Offices. A study should be done for all departments. In favor of bringing the level of service to where it should have been for a long time.

Mr. Kevin Zygadlo, 11 Ocean Road, East Sandwich totally supportive of what the Fire Department is talking about. He is a part-time resident and a fulltime taxpayer. Emergency medical service is very important.

ITEM #10
CLOSING REMARKS

None.

And ADJOURNMENT

9:45 P.M.

***MOTION WAS MADE BY MR. KENNAN TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING DISPOSITION OF REAL PROPERTY AND LITIGATION STRATEGY AND COMING OUT FOR THE PURPOSE OF ADJOURNMENT ONLY. SECONDED BY MR. PANNORFI. VOTE – MR. BARRETTE, MR. HUNT, MR. PANNORFI, MR. KENNAN AND MS. GRUNDMAN – AYE.**

Respectfully Submitted,

Diane M. Hanelt
Administrative Assistant