

**MINUTES BOARD OF SELECTMEN SEPTEMBER 2, 2010**  
**270 Quaker Meetinghouse Road, East Sandwich, MA 02537**  
**7:00 p.m.**

Present: Dana Barrette, John Kennan, Linell Grundman, Jim Pierce, Ralph Vitacco

Douglas Lapp, SCT, Sandwich Enterprise, Melinda Gallant, Mike Baker, Donald Leighton, Sue James, Neal Holgrem

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The meeting was called to order at 7:24 p.m. following a posted 6:00 p.m. Executive Session.

**PLEDGE OF ALLEGIANCE**

**REVIEW AND APPROVAL OF MINUTES**

No minutes were presented for approval.

**TOWN MANAGER'S REPORT**

1. Mr. Lapp noted that Mr. Dunham is on vacation.
2. At Tuesday's Finance Committee meeting, Mr. Dunham did a "marathon" overview of all four presentations he made to the Board on the budget. The Finance Committee would like to be more involved in the budget process.
3. Next Tuesday the Finance Committee is meeting with Mike Baker of the CIPC to talk about the debt exclusion.
4. The Town is hosting a regional forum on September 22, 6:00 p.m. at the Human Services Building on the Stretch Code.
5. Mr. Lapp is working on the RFQ for the Library application to the State. The RFP "Proposal for Sandwich Library Design Services" is due on Wednesday, September 15. The big decision will be if the State funding is approved, a debt exclusion for the branch will be required.
6. Mr. Lapp gave an update on Hurricane Earle preparations. Hurricane Earle is anticipated to arrive late tomorrow. Mr. Lapp took this time to thank Jim Silva and Ron Santos for all of their work in years past for Emergency Management planning.

## CORRESPONDENCE/STATEMENTS/ANNOUNCEMENTS

1. Ms. Grundman reminded the Board of the Cape & Islands Selectmen's Association meeting on Friday, September 10 at Brookside. Mr. Dunham will be on a panel about budgets and finances.
2. Mr. Barrette announced the Housing Authority is looking for an interim Commissioner. Letters of interest should be sent to Director Paula Schnepf at 20 Tom's Way or the Housing Authority website.

## PUBLIC FORUM

None

## STAFF MEETING –

### **Melinda Gallant, Town Hall Re-dedication Task Force**

Ms. Gallant gave an update on the Town Hall Re-dedication Re-Opening Event taking place on October 2. The Ceremony will begin at Noon. Prior to the ceremony there will be a reception with selected guests. The entire Town is invited to the ceremony which will be followed by tours. There are also other events being scheduled at the Town Hall throughout the month of October. The Board thanked Melinda and the other members of the Re-dedication Task Force, Charleen Johnson, Frank Pannorfi, John Shaw, Denise Dever, Pat Ellis, and Linell Grundman. Ms. Gallant also asked that the Selectmen pronounce October 2 as Sandwich Town Hall Day. Ms. Gallant also thanked all the people who donated to this event and said the entire program is being put on with donations.

### **Mike Baker and Donald Leighton – CIPC**

Mr. Baker and Mr. Leighton briefly reviewed the CIPC Capital Report. The Committee is now requesting that the Board vote to put a space on the ballot for the debt exclusion question. The total amount being requested is \$5,365,000.

The CIPC will be the point group and is willing to meet with various groups in Town to educate the public. Also, Mr. Baker will do a presentation with SCT for cable viewers. The Board agreed to the Committee's request.

### **Conservation Commission Appointment – Neal Holgrem**

Mr. Holgrem introduced himself and expressed his interest in serving. **Ms. Grundman moved to appoint Neal Holgrem to the Conservation Commission as an Associate Member term to expire June 30, 2011. Mr. Pierce seconded. Unanimous.**

### **Doug Lapp - Update on Henry T. Wing School Facility Assessment Efforts**

When the Town hired a consultant to look at all the town buildings for the debt exclusion, the consultant felt a more in-depth study needed to be done on the Wing School. An RFQ was created, 6 proposals were received, three were interviewed and SMMA was chosen. The RFQ requested that the report include good documentation of existing conditions of building, functionality of building as a school for serving the students and faculty; and final conceptual plan prioritizing cost estimated, analyze repairs or replacements. The Selectmen will award the contract in September, public input will be accepted through October, November will look at conceptual options and cost analysis; and in December the final preferred options and report will be presented. Once complete, the information will be turned over to the Selectmen, School Committee and CIPC for a final decision.

### **OLD BUSINESS**

1. The Board decided to wait until their September 16 meeting to choose the Special Town Meeting date.
2. Mr. Lapp presented a letter from the Board to MassDOT expressing its support for funding the additional analysis and construction of Phase 2 of the Route 6 Exit 2 project. The letter also reiterates its continued support of Phase I. The main intent of the letter is to share concerns, goals and objectives regarding the second phase of the project, the Service Road, but not to slow down the first phase. The Board agreed to have Mr. Dunham sign and send the letter.

### **NEW BUSINESS**

None

### **PUBLIC FORUM**

None

### **CLOSING REMARKS**

The Board asked everyone to be safe during the storm.

## ADJOURNMENT

8:30 p.m. **Ms. Grundman moved to adjourn. Mr. Kennan seconded. Unanimous.**

Respectfully submitted,

Kathleen Coggeshall