

TOWN OF SANDWICH

THE OLDEST TOWN ON CAPE COD

130 MAIN STREET
SANDWICH, MA 02563

TEL: 508-888-4910 AND 508-888-5144

FAX: 508-833-8045

E-MAIL: selectmen@townofsandwich.net

E-MAIL: townhall@townofsandwich.net



BOARD OF
SELECTMEN

TOWN
MANAGER

BOARD OF SELECTMEN AGENDA May 12, 2016 – 7:00 P.M. Sandwich Town Hall – 130 Main Street

1. Convene Open Session in Auditorium & Pledge of Allegiance
2. Board of Selectmen Reorganization – Chairman & Vice Chairman
3. Review & Approval of Minutes – 4/14/16
4. Public Forum (*15 Minutes*)
5. Town Manager Report
6. Correspondence / Statements / Announcements / Future Items / Follow-up (*10 Minutes*)
7. Staff Meeting (*60 Minutes*)
 - Joint Base Cape Cod Commanders – General Update on JBCC Efforts & Activities

 - 8:00 P.M. Public Hearing: Class II Used Car Dealer's License – Canning's Service & Alignment Center, Inc. – 182 Route 6A – Richard Canning, Owner

 - Paula Johnson, Executive Director, Sandwich Community Television – Annual Hearing to Review Operations, Budget, and Programming
8. Old Business (*15 Minutes*)
 - Recap of Annual Town Meeting – 5/2/16
 - Other Matters Not Reasonably Anticipated by the Chairman
9. New Business (*5 Minutes*)
 - Draft Selectmen Summer Meeting Schedule
 - Other Matters Not Reasonably Anticipated by the Chairman
10. Public Forum (*15 Minutes*)
11. Closing Remarks
12. Executive Session – M.G.L. c.30A, §21(a)
 - Purpose: Approval of Draft Executive Session Minutes – 1/16/14, 1/30/14, 2/6/14, 2/13/14, 2/27/14, 3/27/14, 4/3/14, 4/10/14, 4/17/14, 5/15/14, 5/22/14, 6/26/14, 7/10/14, 7/24/14, 9/11/14, 9/25/14, 10/23/14, 11/6/14, 11/20/14, 12/4/14, 12/18/14, 1/22/15, 3/12/15, 3/19/15, 4/9/15, 5/21/15, 6/25/15, 7/2/15, 8/6/15, 8/20/15, 10/22/15, 1/21/16
13. Adjournment

NEXT MEETING: Thursday, May 26, 2016, 7:00 P.M., Town Hall

Dunham, George

From: Rendon, Paul E NFG NG MAARNG (US) <paul.e.rendon2.nfg@mail.mil>
Sent: Friday, April 08, 2016 11:28 AM
To: Magurn, Francis B II COL USARMY NG MAARNG (US); O'Brien, William J Jr COL USARMY NG MAARNG (US); Zuffanti, J Scott (Scott) LTC USARMY NG MAARNG (US); michael.a.clyburn@uscg.mil; LeFavor, James M Col USAF 102 IW (US); Anderson, David R Lt Col USAF 21 SW OG (US)
Cc: Bauer, Erich J CDR USCG (US); Eric.E.Bader@uscg.mil; Doonan, Virginia I Col USAF 102 IW (US); Seale, Soren D MAJ USARMY NG MAARNG (US); TGuerino@townofbourne.com; rccollins@mashpeema.gov; Dunham, George; townmanager@falmouthmass.us; timothy.a.tobiasz@uscg.mil
Subject: JBCC Commanders Briefs to Town Selectmen (UNCLASSIFIED)
Attachments: 2016_May_Town_Selectmen_Briefs.pdf

CLASSIFICATION: UNCLASSIFIED

Sirs,
From yesterday's JOG, please see attached for latest dates for subject Briefs.

v/r,

Paul E. Rendon, LEED-AP, PMP
Commonwealth of Massachusetts, Military Division Joint Base Cape Cod (JBCC) Office of the JBCC Executive Director
Building 1204, West Inner Road Camp Edwards, MA 02542
c: 774.327.0643

CLASSIFICATION: UNCLASSIFIED

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For more information please visit <http://www.symanteccloud.com>

Joint Base Cape Cod Commanders Briefs to Town Selectmen						
May 2016						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 CAC	5	6	7
8	9	10 Bourne	11 JBCC Clean-Up Team Meeting	12 Sandwich	13	14
15	16	17	18	19	20	21
22	23 Falmouth	24	25 MC3	26	27	28
29	30 Memorial Day	31 OCAC Military- Celebrity Golf Event				

- 4-May-16 Community Advisory Council (CAC), 1730, JBCC Welcome Center
- 11-May-16 JBCC Clean-Up Team Meeting, 1800, JBCC Welcome Center
- 25-May-16 MC3, 1730, JBCC Welcome Center
- 30-May-16 Memorial Day
- 31-May-16 OCAC Military-Celebrity Golf Event

BOARD OF SELECTMEN

PUBLIC HEARING

In accordance with Mass. General Laws. C. 140, Section 59, the Sandwich Board of Selectmen will hold a public hearing on Thursday, May 12, 2016, 8:00 p.m., at Sandwich Town Hall, 130 Main Street, Sandwich, MA 02563 on the application of Richard Canning, Cannings Service and Alignment Center, Inc. for a Class II Used Car Dealer's License to be operated from 182 Route 6A, Sandwich. Any person wishing to be heard on this subject will be afforded an opportunity to speak at that time.

Frank Pannorfi , Chairman
Board of Selectmen

Coggeshall, Kathy

Subject: FW: Class II Used Car Dealer's License - Cannings

From: Spiro, Paul
Sent: Thursday, April 07, 2016 1:38 PM
To: Coggeshall, Kathy; Haney, Blair
Subject: RE: Class II Used Car Dealer's License - Cannings

Hi Kathy—

I approve of the issuance as per their application of up to 5 vehicles parked in the rear parking lot. This is and was a legally existing non-conforming use of this property for some time.

Paul D. Spiro, CBO
Inspector of Buildings
Town of Sandwich
508-888-4200



APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a class license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? Cannings Service and

Alignment Center Inc.

Business address of concern. No. 182 Rte 6a St.,

Sandwich Ma 02563 City - Town.

2. Is the above concern an individual, co-partnership, an association or a corporation?

Corporation

3. If an individual, state full name and residential address.

4. If a co-partnership, state full names and residential addresses of the persons composing it.

5. If an association or a corporation, state full names and residential addresses of the principal officers.

President Richard Canning 22 Tupper Rd Sandwich MA 02563

Secretary Richard Canning " " " " " "

Treasurer Richard Canning " " " " " "

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles? NO

If so, is your principal business the sale of new motor vehicles? NO

Is your principal business the buying and selling of second hand motor vehicles? NO

Is your principal business that of a motor vehicle junk dealer? NO

7. Give a complete description of all the premises to be used for the purpose of carrying on the business.

Front portion of Rte 6A, including structure bordering Rte 6A plus related front and rear parking.

8. Are you a recognized agent of a motor vehicle manufacturer? NO
(Yes or No)

If so, state name of manufacturer _____

9. Have you a signed contract as required by Section 58, Class 1? NO
(Yes or No)

10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? NO
(Yes or No)

If so, in what city — town _____

Did you receive a license? _____ For what year? _____
(Yes or No)

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked? NO
(Yes or No)

Sign your name in full _____

Richard E. Conway
(Duly authorized to represent the concern herein mentioned)

Residence 22 Upper Rd Sandwich MA.

IMPORTANT

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

NOTE: If the applicant has not held a license in the year prior to this application, he must file a duplicate of the application with the registrar. (See Sec. 59)



MAR 31 2016
RECEIVED

180 MAIN STREET
SANDWICH, MASSACHUSETTS 02563
TELEPHONE 508-888-4910
FAX 508-888-8655

TOWN OF SANDWICH
Supplemental Application for Class II License

Applicant Name: Richard Canning
Business Name: Canning's Service and alignment Center Inc.
Business Address: 182 Rte 6a Sandwich Ma 02563
Business Telephone: (508) 833 2200

1. Is the occupation of selling used cars your principal business? Yes or No

If no, what is your primary business? _____

2. Are you applying for a Class II license for the purposes of operating a retail or wholesale used car business? Retail

3. Do you intend to apply for a Dealer's General Registration plate through the Registry of Motor Vehicles? (Yes or No)

4. Please provide a complete description of the business operations planned for the proposed licensed location.

Complete automotive repair and maintenance
in approved site including storage and
display of up to 5 vehicles.

5. Please describe the current use of the property and buildings (i.e., residence w/ home occupation, commercial, etc.) to be used for the proposed licensed activity. Do you plan to operate the proposed business from a separate and distinct facility? (Please explain)

Automotive Repair and Related Services

6. Do you plan to store vehicles on the premises? (Yes or No)

If yes, how many vehicles and where? 5 Vehicles in
The Back parking lot of 182 Rte 6a.

7. Please describe how you plan to satisfy the warranty repair provisions of G.L. c.140, §58. If you plan to contract for motor vehicle repair services, please provide the name and address of the repair facility and attach a copy of the service agreement.

Warranty Repair Provisions to be assumed
and executed by our on site
Automotive Service department

CERTIFICATION

I understand that false statements herein may result in the rejection of the application or the subsequent revocation off the license. I certify that the information on this application form is accurate and complete.

Applicant Printed Name: Richard E. Panning

Applicant Signature: [Signature] Date: 3/30/16

FOR OFFICE USE ONLY Zoning District: _____

Please provide comments in the space provided, attach additional sheets if necessary.

Building Department: _____

Planning & Development: _____

Police Department: _____

Other: _____

9. SCT: The acronym for the Sandwich PEG Access Corporation.
10. Subscriber: Any Person, firm, corporation or other entity who of which elects to subscribe to, for any purpose, a Cable Service provided or distributed by the Licensee by means of, or in connection with, the Cable Television System.
11. Town: The Town of Sandwich, Massachusetts.
12. Upstream Channel: A channel over which Signals travel from an authorized location to the Cable System headend.

SECTION 2---TERM

This Agreement shall be for an initial term of five (5) years from its execution, with an option to extend for a period up to an additional five (5) years upon the advance written agreement of the parties hereto, all such periods subject to Sections 3, 4 and 17 below.

SECTION 3---DESIGNATION

Subject to the requirements of Sections 4 and 5 below, the Board of Selectmen hereby designates SCT as the designated PEG Access Corporation to provide services to PEG Access Users.

SECTION 4---PERIODIC REPORTING

- (1) On an annual basis, and within thirty (30) days of filing its Annual Report (Form PC) to the Massachusetts Attorney General's office, SCT shall provide a written report to the Board of Selectmen (the "Report to the BOS"), which report shall include the following:
 - (a) A copy of SCT's most recent Annual Report (Form PC) filed with the Attorney General's Office;
 - (b) Year end financial statements, audited by an independent CPA;
 - (c) Previous year's budget and actual expenditures summaries;
 - (d) Upcoming year's budget;
 - (e) Three Year Budget Plan;
 - (f) Hours of programming and cablecast by categories of public, educational and governmental programming categories;
 - (g) Notable Events, Actions and Programs;
 - (h) Training classes offered and attendance thereto;
 - (i) SCT Policies and Procedures, with any changes thereto from the previous year highlighted; and
 - (j) Any other documentation and/or items mutually agreed upon by the parties hereto.

(2) Between fifteen (15) and forty-five (45) days after the Board of Selectmen has received SCT's Report to the BOS, SCT shall meet with the Board of Selectmen, or its designee(s), for the purpose of reviewing SCT's operations, budget, programming and items contained in the Report to the BOS for the previous year.

(3) SCT shall provide the following information to the Board of Selectmen on a quarterly basis:

(a) SCT Treasurer's Reports; and

(b) Meeting minutes for all regular meetings of SCT's Board of Directors.

(4) Within thirty (30) days of filing, SCT shall provide a copy to the Board of Selectmen of all filings to the State and federal government, including, but not limited to, Change of Directors and/or Officers; instruments of restatement of articles of incorporation; by-laws; dissolution; and any other corporate filings.

(5) SCT shall cooperate fully and in good faith in answering questions from the Board of Selectmen regarding reporting required under this section.

SECTION 5---ANNUAL HEARINGS

(1) On an annual basis, and at least thirty (30) days after the Board of Selectmen has received SCT's Annual Report, subject to Section 4 above, SCT shall meet with the Board of Selectmen for the purpose of reviewing SCT's operations, budget and programming for the previous year.

(2) SCT shall provide such information as is reasonably requested by the Board of Selectmen and will agree to meet with the Board of Selectmen whenever reasonably requested.

SECTION 6---ACCESS CORPORATION OBLIGATIONS

SCT shall provide PEG Access programming and services to PEG Access Users, Subscribers and the Town as follows:

1. Schedule, operate and program the PEG Access Channels provide in accordance with Section 7 below;
2. Manage annual funding, pursuant to Section 8 below;
3. Purchase and/or lease equipment, with the funds and equipment allocated for such purposes in Sections 9 and 10 below;
4. Operate and maintain a PEG Access studio in the Town for Sandwich for PEG Access Subscribers and other users in accordance with Section 11 below;
5. Conduct periodic training programs for Sandwich residents and members of Sandwich-based organizations in the skills necessary to produce PEG Access programming;

Town of Sandwich
Annual Town Meeting

WARRANT

Monday, May 2, 2016

7:00 p.m. – Sandwich High School



BOARD OF SELECTMEN

Frank Pannorfi, Chair
Susan James, Vice-Chair
Peter Beauchemin
R. Patrick Ellis
Ralph A. Vitacco

MODERATOR

Garry N. Blank

FINANCE COMMITTEE

Linell M. Grundman, Chair
Robert Guerin, Vice-Chair
Michael Dwyer
James Lehane
Gene Parini
Richard Reilly
Mark Snyder
Matthew Terry
Thomas Witham

Thomas R. Hickey (In Memorium)

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PROJECTED REVENUES AND EXPENSES - FY'17

REVENUES

FY'17 Tax Levy:

FY'16 Levy Limit	54,242,318	
2.5% Increase	1,356,058	
Est. New Growth	550,000	
Excess Levy Reserve Est.	0	
Overrides / Exclusions	0	
County Assess. Outside 2.5: CCC	166,918	
Debt Outside 2.5 (- Non-Levy & SBA)	918,091	
Debt Outside 2.5 (To Be Issued in FY)	0	57,233,385

Other Revenue:

Land Bank / CPA Debt	1,326,638	
CPA Debt (To Be Issued in FY)	235,000	
Marina Debt (To Be Issued in FY)	200,000	
Mass. School Building Authority Funds	1,279,534	
State Aid: Discretionary (-5.00%)	1,902,081	
State Ch. 70 Aid: School (0.00%)	6,740,018	
Est. Local Receipts	4,650,000	
Surplus Revenue / Free Cash	1,763,451	
Overlay Release	100,000	
Transfer from Stabilization Fund	0	<u>18,196,722</u>

Total Estimated Revenues 75,430,107

EXPENSES

ReCap Sheet Items:

State Assess: Tuition Assess (10.00%)	3,592,317	
State Assess: All Other (3.00%+CCRTA)	587,985	
Abatements / Overlay	400,000	
FY'16 Snow & Ice Deficit	0	4,580,302

Town Meeting Items:

Group Health Insur.+ Mitig. Plan (4.58%)	9,700,000	
County Retirement Assess. (6.60%)	3,355,082	
Property & Liability Insurance (14.40%)	961,000	
Medicare (6.00%)	636,000	
Unemployment Account	100,000	
OPEB Trust Fund	100,000	
Debt: Long Term	3,970,074	
Debt: Long Term (To Be Issued in FY)	435,000	
Debt: Short Term	50,000	
Reserve Fund	500,000	
Capital Budget - Net	686,403	
Transfer to Stabilization Fund	100,000	20,593,559

Operating Budgets:

School Budget: Local (3.00%)	24,977,500	
Ch. 70 (0.00%)	6,740,018	31,717,518
UCCRVTS Budget (6.62%)		2,184,779
General Gov't. Budget (6.05%)		<u>16,274,032</u>

Total Estimated Expenses 75,350,190

ESTIMATED FY'17 BUDGET BALANCE 79,917

<u>Stabilization Fund Balance:</u>	
Actual Balance on 11/30/15:	1,226,393
Proposed Transfer From/To Stabilization Fund:	100,000
Projected Post ATM Balance:	<u>1,326,393</u>

**BOARD OF SELECTMEN MEETING SCHEDULE
SUMMER 2016**

TENTATIVE AGENDA TOPICS

May 5	No Meeting – Annual Town Election
May 12	Meeting
May 19	No Meeting
May 26	Meeting
June 2	No Meeting – Memorial Day Week & MMMA Conference
June 9	Meeting
June 16	No Meeting
June 23	Meeting – Finance Committee & School Committee
June 30	No Meeting
July 7	No Meeting – Holiday Week – 4 th of July
July 14	Meeting
July 21	No Meeting
July 28	Meeting
August 4	No Meeting
August 11	Meeting
August 18	No Meeting
August 25	Meeting
September 1	No Meeting
September 8	No Meeting – Holiday Week – Labor Day
September 15	Meeting
September 22	No Meeting
September 29	Meeting