



AGENDA
SELECT BOARD
MONDAY, NOVEMBER 13, 2023
WAQUOIT MEETING ROOM
MASHPEE TOWN HALL
16 GREAT NECK ROAD NORTH
MASHPEE, MA 02649

Broadcast Live on Local Cable Channel 8

Streamed Live on the Town of Mashpee Website: <https://www.mashpeema.gov/channel-8>

6:30 p.m. – Convene Meeting in Open Session

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

MINUTES

Approval of the Monday, August 21, 2023 Executive Session; September 26, 2023 Regular and Executive Sessions; October 2, 2023 Regular and Executive Sessions; October 12, 2023 Special Meeting; October 16, 2023 Regular Session; October 24, 2023 Special Meeting; October 30, 2023 Special Meeting

APPOINTMENTS & HEARINGS

- *Town Planner Evan Lehrer*: Update on RFQ for FY2024 Community Development Block Grant Competitive Grant Application for a Housing Rehab Program with Program Monitoring and Administration
- Discussion, Certification of Hiring Process and Confirmation of the Wastewater Superintendent: *Jared Meader*
- 6:40 pm – Public Hearing: Proposed Change of Speed Limit on Pondview Drive, County Road, Dixon Drive, Holly Farm Drive, Winslow Drive, River Run and Renee's Circle
- 6:45 pm – Tax Classification Hearing: *Assessor Joseph Gibbons*
- Discussion and Approval of Fiscal Year 2024 Tax Rate
- Discussion and Approval of Waquoit Bay Intermunicipal Agreement between the Towns of Mashpee, Falmouth and Sandwich
- Public Comment

COMMUNICATIONS & CORRESPONDENCE

NEW BUSINESS

- Discussion and Approval of the Following Resignations:
 - Mashpee Community Garden Advisory Committee: *Virginia Scharfenberg*: (Term Expires June 30, 2024)
 - Council on Aging: *Merrill Blum* (Term Expires June 30, 2026)
 - Americans with Disabilities Act Committee (ADA): *Merrill Blum* (Term Expires June 30, 2024)
- Interviews, Discussion and Possible Approval of the Following Appointments:
 - Council on Aging: *Christine Perrault* (Term Expires June 30, 2026)
 - Historical Commission: *Leonard Pocknett* (Term Expires June 30, 2024)
 - Environmental Oversight Committee: *Alexandra Zollo* (Term Expires June 30, 2024)
- Discussion and Approval of January through June 2024 Select Board Meeting Schedule

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

LIAISON REPORTS

WATER QUALITY UPDATES

TOWN MANAGER UPDATES

EXECUTIVE SESSION

ADJOURNMENT

DRAFT September 26, 2023 Select Board Minutes



***AMENDED* AGENDA**
SELECT BOARD
TUESDAY, SEPTEMBER 26, 2023
WAQUOIT MEETING ROOM
MASHPEE TOWN HALL
16 GREAT NECK ROAD NORTH
MASHPEE, MA 02649

Broadcast Live on Local Cable Channel 8

Streamed Live on the Town of Mashpee Website: <https://www.mashpeema.gov/channel-8>

6:30 p.m. – Convene Meeting in Open Session

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

MINUTES:

Approval of the Following: Monday, September 11, 2023 Regular Session

APPOINTMENTS & HEARINGS

- *Department of Public Works Director Catherine Laurent:*
 Discussion and Approval of Award of the Following Contracts:
 - Department of Public Works Building Roof Improvements: *Gibson Roofs, Inc.*
 - Design/Engineering for KC Coombs School Ventilation and Air Conditioning Improvements: *Fitzmeyer & Tocci Associates, Inc.*
 Discussion and Approval of Fiscal Year 2024 Snow Plow Contractors Signing Bonus
- Discussion and Approval to Open, Revise, and Execute the November 7, 2023 Special Town Election Warrant: *Town Clerk Deborah Kaye*
- **6:40 pm –Public Hearing:** Modification to the Weekday Entertainment License (including Saturday) of Fidge Corp. dba Soprano's Ristorante 681 Falmouth Road, Unit A11, Mashpee, MA 02649: *John Richardi, Manager*
- Discussion and Possible Approval of Modification to the Weekday Entertainment License (including Saturday) of Fidge Corp. dba Soprano's Ristorante 681 Falmouth Road, Unit A11, Mashpee, MA 02649: *John Richardi, Manager*
- Joint Base Cape Cod Joint Oversight Group (JOG) Brief
- Public Comment

COMMUNICATIONS & CORRESPONDENCE

OLD BUSINESS

- Review, Discussion and Possible Extension of the Temporary Amendment Issued on August 7, 2023 to the Weekday and Sunday Entertainment Licenses for Barnstable Pizza and Pasta Co. Inc. dba Finally Dino's
- Discussion and Approval of Amended Order of Betterment Assessment and Amended Certification of Betterment Assessment for Cedar Street, Chestnut Street, Devon Street, Ash Street, Hawthorne Street and Gina Way

NEW BUSINESS

- Discussion and Approval of Submitting a Petition of Town of Mashpee For a Special Act Authorizing the Town of Mashpee to Lease Certain Town Owned Land to the Boys and Girls Club of Cape Cod, Inc. (Article 25 May 1, 2023 Annual Town Meeting)

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

LIAISON REPORTS

WATER QUALITY UPDATES

TOWN MANAGER UPDATES

EXECUTIVE SESSION

Discussion Relative to Disposition and Value of Real Property Pursuant to G.L. c.30A, §21(a)(6) and c.30B, §16 (35 Lake Avenue (Parcel 28-2-0); 409 Main Street (Parcel 36-80-0); 415 Main Street (28-3-0); 0 Meetinghouse Road (Parcel 68-13B); and 0 Falmouth Road (Parcels 68-14 and 68-16)).

ADJOURNMENT

DRAFT September 26, 2023 Select Board Minutes

Mashpee Select Board
Minutes
September 26, 2023

Present: Selectman John J. Cotton, Selectman Thomas F. O'Hara, Selectman Carol A. Sherman,
Selectman David W. Weeden, Selectman Michaela Wyman-Colombo
Town Manager Rodney C. Collins
Assistant Town Manager Wayne E. Taylor

Meeting Called to Order by Chairman Cotton at 6:31 p.m.
Mashpee Town Hall, Waquoit Meeting Room

MINUTES:

Monday, September 11, 2023 Regular Session:

Motion made by Selectman Cotton to approve the minutes of Monday; September 11, 2023 as presented.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 4-0-1.

Roll Call Vote:

Selectman Cotton, abstained
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

APPOINTMENTS & HEARINGS

Department of Public Works Director Catherine Laurent:

Discussion and Approval of Award of the Following Contracts:

Department of Public Works Building Roof Improvements: Gibson Roofs, Inc.

Catherine Laurent, Director of Public Works recommended the Select Board award a contract to Gibson Roofs, Inc. in the amount of \$169,000 for the restoration of the membrane roof at the DPW. Gibson Roofs is the lowest, qualified bidder for the project. Funding for this project was approved through the CIP at the May Town Meeting. The project is also within the budget allocation.

Motion made by Selectman Sherman to award a contract to Gibson Roofs, Inc. in the amount of \$169,000 for improvements to the roof at the Department of Public Works building.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

Mashpee Select Board
Minutes
September 26, 2023

APPOINTMENTS & HEARINGS

Department of Public Works Director Catherine Laurent:
Discussion and Approval of Award of the Following Contracts: (continued)

Design/Engineering for KC Coombs School Ventilation and Air Conditioning Improvements: Fitzmeyer & Tocci Associates, Inc.:

It was recommended the Select Board approve the recommended bid for the design and engineering of ventilation and air conditioning improvements to the K.C. Coombs School. The project was recommended for approval by the CIP at the May Town Meeting.

Based on the interviews it was recommended that a contract be awarded to Fitzmeyer & Tocci Associates, Inc. in the amount of \$89,000. Construction is anticipated to begin at the end of the school year. The bid is within the recommended allocation of funds.

Motion made by Selectman Sherman to award a contract to Fitzmeyer & Tocci Associates in the amount of \$89,000 for ventilation and air conditioning improvements to the K.C. Coombs School. Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

Discussion and Approval of Fiscal Year 2024 Snow Plow Contractors Signing Bonus:

Catherine Laurent, Director recommended the Select Board approve a signing bonus in the amount of \$500, payable on March 1, 2024 to contractors that would assist with snow removal. The initiative would guarantee contractor availability, and defray costs associated with plowing such as insurance, plow edge and truck maintenance.

Motion made by Selectman Sherman to support the recommendation of the DPW Director, and approve a signing bonus of \$500 in FY 2024 for Snow Plow Contractors.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

Mashpee Select Board
Minutes
September 26, 2023

APPOINTMENTS & HEARINGS

Discussion and Approval to Open, Revise, and Execute the November 7, 2023 Special Town Election Warrant:
Town Clerk Deborah Kaye:

Deborah Kaye, Town Clerk respectfully requested the Select Board open, revise and execute the November 7, 2023 Election Warrant to remove the summary as it is not a permissible to include a summary with a proposition two- and one-half question. Town Counsel has advised the Select Board approve the revision to the Special Town Election Warrant as recommended.

Motion made by Selectman Sherman to open, revise and execute the November 7, 2023 Special Town Election Warrant as recommended.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

Public Hearing: Modification to the Weekday Entertainment License (including Saturday) of Fidge Corp. dba Soprano's Ristorante 681 Falmouth Road, Unit A11, Mashpee, MA 02649: John Richardi, Manager
Discussion and Possible Approval of Modification to the Weekday Entertainment License (including Saturday) of Fidge Corp. dba Soprano's Ristorante 681 Falmouth Road, Unit A11, Mashpee, MA 02649:
John Richardi, Manager:

The Select Board acting as the Licensing authority for the Town of Mashpee opened the Public Hearing to consider modifications to the Weekday Entertainment License (including Saturday) of Fidge Corp. d/b/a Sopranos Ristorante, 681 Falmouth Road, Unit A11, Mashpee.

Modification would allow one amplifier for a solo guitarist, a one-to-two-person band, live music and recorded music outdoors until 10:00 p.m. To conform to posting procedures, the Hearing notice was read aloud into the record.

Edmond Richardi, owner was in attendance with representing counsel to review the license modification with the Select Board. With the upgrade of the outdoor patio, this action is recommended for outdoor entertainment next summer during favorable weather conditions until 10:00 p.m.

It was suggested the applicant be cognizant of abutters with respect to exterior sound emanating from the live and recorded music.

The Select Board opened the Hearing to solicit comment. Being none, the Board motioned as follows:

Motion made by Selectman Sherman to close the Public Hearing.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

Mashpee Select Board
Minutes
September 26, 2023

APPOINTMENTS & HEARINGS

Public Hearing: Modification to the Weekday Entertainment License (including Saturday) of Fiddle Corp. dba Soprano's Ristorante 681 Falmouth Road, Unit A11, Mashpee, MA 02649: John Richardi, Manager
Discussion and Possible Approval of Modification to the Weekday Entertainment License (including Saturday) of Fiddle Corp. dba Soprano's Ristorante 681 Falmouth Road, Unit A11, Mashpee, MA 02649:
John Richardi, Manager: (continued)

Discussion followed with respect to the outdoor entertainment hours. It was recommended the license stipulate the days of Thursday, Friday, and Saturday until 10:00 p.m. If additional hours are required, or if there is a special event planned, the applicant was requested to further discuss this matter with the Select Board.

Motion made by Selectman Weeden to approve the modification to the Weekday Entertainment License of Fiddle Corp. d/b/a Soprano's Ristorante, 681 Falmouth Road, Unit A11, Mashpee on Thursday, Friday, and Saturday until 10:00 p.m.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes **Selectman Sherman, yes**
Selectman Wyman-Colombo, yes **Opposed, none**

Joint Base Cape Cod Joint Oversight Group (JOG) Brief:

The Joint Base Cape Cod Commanders gave their annual briefing in conformance with their mission to maintain a transparent relationship with the community while capitalizing on the synergies of military and first responder training, improving readiness, and balancing the needs of resident commands.

The Select Board and interested public were invited to attend an inciteful tour of the base. Military organizations include the Massachusetts National Guard, Army National Guard, Air National Guard, U.S. Space Force and U.S. Coast Guard. Each division spoke on their resources, their people and mission.

Community involvement includes the Joint Oversight Group (JOG) and the Military-Civilian Community Council (MC3). It is a priority to maintain communication with the Mashpee community.

The PowerPoint presentation provided an overview of the informative discussion.

Public Comment:

Lynne Barbee a resident of Surf Drive made a public service announcement in support of the Orange Shirt Day, a national day for truth and reconciliation for Indigenous youth and families. The event will be held on Saturday, September 30, 2023 from 1:00 to 3:00 p.m. at the Mashpee Rotary.

Mashpee Select Board
Minutes
September 26, 2023

OLD BUSINESS

Review, Discussion and Possible Extension of the Temporary Amendment Issued on August 7, 2023 to the Weekday and Sunday Entertainment Licenses for Barnstable Pizza and Pasta Co. Inc. dba Finally Dino's:

The Select Board met with Constantinos Mitrokostas to review the amended Weekday and Sunday Entertainment License of Barnstable Pizza and Pasta Co., Inc. d/b/a Finally Dino's, 401 Nathan Ellis Highway, Mashpee.

A license was granted to Barnstable Pizza and Pasta Co., Inc. approving amplified outdoor entertainment for up to 2 days a week including Sunday from 4:00 p.m. to 8:00 p.m. with a maximum of two singers and/or musicians.

Mr. Mitrokostas indicated overall the trial period went well during the past five weeks. A couple of neighbors conveyed concern with respect to the noise levels during wind incidents. Mr. Mitrokostas was noted to be attentive to his neighbors rectifying the sound levels. There were no complaints received by the Town.

The outdoor entertainment has ceased for the season due to weather conditions. Mr. Mitrokostas respectfully requested the Select Board grant the amended Weekday and Sunday Entertainment License in 2024.

Being no public comment, the Select Board took the following action;

Motion made by Selectman Weeden to approve the Weekday and Sunday Entertainment Licenses for Barnstable Pizza and Pasta Co. Inc. d/b/a Finally Dino's allowing amplified outdoor entertainment up to two days per week including Sunday, from 4:00 p.m. to 8:00 p.m. with a maximum of two singers and/or musicians.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

Mashpee Select Board
Minutes
September 26, 2023

OLD BUSINESS

Discussion and Approval of Amended Order of Betterment Assessment and Amended Certification of Betterment Assessment for Cedar Street, Chestnut Street, Devon Street, Ash Street, Hawthorne Street and Gina Way:

Correspondence from the Treasurer/Tax Collector dated September 26, 2023 prompted approval of an Amended Order of Betterment Assessment and Amended Certification of Betterment Assessment which inadvertently included an interest calculation.

Motion made by Selectman Sherman to approve the Amended Order of Betterment Assessment and Amended Certification of Betterment Assessment for Cedar Street, Chestnut Street, Devon Street, Ash Street, Hawthorne Street and Gina Way based on the memorandum received from the Treasurer/Tax Collector dated September 26, 2023.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

NEW BUSINESS

Discussion and Approval of Submitting a Petition of Town of Mashpee For a Special Act Authorizing the Town of Mashpee to Lease Certain Town Owned Land to the Boys and Girls Club of Cape Cod, Inc. (Article 25 May 1, 2023 Annual Town Meeting):

As per Article 25 of the May 1, 2023 Annual Town Meeting, the Select Board is authorized to submit a petition to the General Court for a Special Act authorizing the Town of Mashpee to lease certain Town owned land to the Boys and Girls Club of Cape Cod, Inc. for the expansion of the Club's facilities.

Attached for the Select Board's review was a draft letter to Representative David Vieira regarding this petition.

Motion made by Selectman Wyman-Colombo to send the attached letter from the Town Manager to Representative David Vieira for a Special Act authorizing the Town of Mashpee to lease certain Town owned land to the Boys and Girls Club of Cape Cod, Inc.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

Mashpee Select Board
Minutes
September 26, 2023

LIAISON REPORTS

Town Charter: The Charter Review Committee is moving forward with their task of reviewing the Town Charter to bring forth recommendations to the May 2024 Town Meeting. Grant funds are being sought to assist with implementing the changes. John Miller was acknowledged for his leadership and to the committee for their efforts.

American Red Cross: Selectman John J. Cotton was commended for his volunteerism serving the Red Cross in assisting with the aftermath of the Hurricane Dora in Maui, Hawaii.

Environmental Oversight Committee: The EOC is in receipt of a letter of interest for membership. Appointment would bring this committee to full voting quorum. This topic will soon appear as an agenda item of review and possible appointment.

TOWN MANAGER UPDATES

Select Board Meeting Change: Due to the upcoming Special Election the Select Board will meet on Monday, November 13, 2023 instead of Monday, November 7, 2023.

Oktoberfest: The annual Oktoberfest will be held this Saturday.

Road Construction: Holiday work on the Route 151 Corridor is expected on October 9, 2023.

Recreation & DNR: Grant funding has been received to assist with the purchase of defibrillators.

Munis: The update to the Munis accounting system is expected to be completed by October 2, 2023.

Orange Shirt Day: As a reminder Orange Shirt Day will be held on September 30, 2023. In recognition and remembrance orange flags will be placed in the center of the Mashpee Rotary. Employees are encouraged to wear an orange shirt on Friday, September 29, 2023.

Budget Process: FY 2024 Budget requests including CIP are due on Friday.

Community Preservation Committee: The CPC is in receipt of an Open Meeting Law Complaint alleging the committee deliberated outside of a properly posted meeting.

Mashpee Select Board
Minutes
September 26, 2023

EXECUTIVE SESSION

Discussion Relative to Disposition and Value of Real Property Pursuant to G.L. c.30A, §21(a)(6) and c.30B, §16 (35 Lake Avenue (Parcel 28-2-0); 409 Main Street (Parcel 36-80-0); 415 Main Street (28-3-0); 0 Meetinghouse Road (Parcel 68-13B); and 0 Falmouth Road (Parcels 68-14 and 68-16)).:

Motion made by Selectman Sherman to enter into Executive Session at 7:59 p.m.

Moving that the Board convene in executive session to discuss the disposition and value of real property (35 Lake Avenue (Parcel 28-2-0; 409 Main Street (Parcel 36-80-0); 415 Main Street (28-3-0); 0 Meetinghouse Road (Parcel 68-13B); and 0 Falmouth Road (Parcels 68-14 and 68-16)) pursuant to G.L. c.30A, §21(a)(6) and c.30B, §16, the Chair having declared that an open meeting may have a detrimental effect on the negotiating position of the Board.

from which the Board will not reconvene in Open Session.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes
Selectman Weeden, yes

Selectman O'Hara, yes Selectman Sherman, yes
Selectman Wyman-Colombo, yes Opposed, none

Respectfully submitted,

Kathleen M. Soares
Secretary to the Select Board

Mashpee Select Board
Minutes-Executive Session
September 26, 2023

ADJOURNMENT

Motion made by Selectman Sherman to adjourn at 8:38 p.m.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes

Selectman O'Hara, yes

Selectman Sherman, yes

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Opposed, none

Respectfully submitted,

Kathleen M. Soares
Secretary to the Select Board

DRAFT October 2, 2023 Select Board Minutes



**AGENDA
SELECT BOARD
MONDAY, OCTOBER 2, 2023
WAQUOIT MEETING ROOM
MASHPEE TOWN HALL
16 GREAT NECK ROAD NORTH
MASHPEE, MA 02649**

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6:30 p.m. – Convene Meeting in Open Session

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

MINUTES

APPOINTMENTS & HEARINGS

➤ ***Department of Public Works Director Catherine Laurent:***

Discussion and Approval of Award of the Following Contracts for Salt and Agricultural By-Product:

- Road Salt: *Eastern Minerals, Inc.*
- Pre-Mix Treated Salt: *Morton Salt, Inc.*
- Liquid Agricultural By-Product: *Safe Road Services and G.B. Sons Construction Co., Inc.*

➤ ***Fire Chief John Phelan:***

Discussion and Certification of the Hiring Process for Eric Faulkner as a Firefighter/Paramedic

➤ ***Recreation Director Mary Bradbury:*** Discussion and Approval of the Following Special Events:

- Polar Plunge: Attaquin Beach; Monday, January 1, 2024, 10-11:30 pm
- Luck of the Draw Pickleball Tournament to Benefit American Red Cross: Mashpee Pickleball Park; Saturday, October 21, 2023 10 am-4 pm

➤ ***Public Comment***

COMMUNICATIONS & CORRESPONDENCE

OLD BUSINESS

NEW BUSINESS

➤ Discussion and Approval of the Following Special Events:

White Light Nation Meditation and Breakfast: Mashpee Community Park and Gazebo; October 8, 15, 22, and 29, 2023 9:30 am-12 pm: ***Justin Gagne***

➤ Interview, Discussion and Approval of the Following Appointments:

Community Garden Advisory Committee: ***Roslyn Mann*** - Member at Large (Term Expires June 30, 2026)

Community Garden Advisory Committee: ***Brian Logan*** - Member at Large (Term Expires June 30, 2025)

Community Garden Advisory Committee: ***Mary "Polly" Minugh*** - Member at Large (Term Expires June 30, 2025)

Design Review Committee: ***Carolyn Szarlan*** – Member at Large (Term Expires June 30, 2024)

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

LIAISON REPORTS

WATER QUALITY UPDATES

TOWN MANAGER UPDATES

EXECUTIVE SESSION

Discussion Relative to Disposition and Value of Real Property Pursuant to G.L. c.30A, §21(a) (6) and c.30B, §16 (35 Lake Avenue (Parcel 28-2-0); 409 Main Street (Parcel 36-80-0); 415 Main Street (28-3-0); 0 Meetinghouse Road (Parcel 68-13B); and 0 Falmouth Road (Parcels 68-14 and 68-16)).

ADJOURNMENT

DRAFT October 2, 2023 Select Board Minutes

Mashpee Select Board

Minutes

October 2, 2023

Present: Selectman John J. Cotton, Selectman David W. Weeden, Selectman Michaela Wyman-Colombo
Town Manager Rodney C. Collins
Assistant Town Manager Wayne E. Taylor

Absent: Selectman Thomas F. O'Hara, Selectman Carol A. Sherman

Meeting Called to Order by Chairman Cotton at 6:30 p.m.
Mashpee Town Hall, Waquoit Meeting Room

APPOINTMENTS & HEARINGS

Department of Public Works Director Catherine Laurent:

Discussion and Approval of Award of the Following Contracts for Salt and Agricultural By-Product:

Road Salt: Eastern Minerals, Inc.:

Pre-Mix Treated Salt: Morton Salt, Inc.:

Liquid Agricultural By-Product: Safe Road Services and G.B. Sons Construction Co., Inc.:

Catherine Laurent, Director of Public Works was in attendance to recommend the Select Board award a contract for Road Salt to Eastern Minerals, the lowest qualified bidder at \$68.50 per ton. This represents an approximate 10% decrease from last fiscal year.

It was also recommended that a contract be awarded to Morton Salt for Pre-Mix Treated Salt at \$84.13 per ton, the lowest qualified bidder. The salt is treated with agricultural by-product.

Safe Road Services and G.B. Sons Construction Co., Inc. both submitted the lowest qualified bid of \$2.30 per gallon for Liquid Agricultural By-Product. This represents a 33% increase from FY23. It is recommended that a contract be awarded to both companies.

Motion made by Selectman Weeden to approve the recommendation of the DPW Director and award contracts for Salt and Agricultural By-Product to the above referenced companies as presented.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous 3-0.

Roll Call Vote:

Selectman Cotton, yes
Opposed, none

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Mashpee Select Board
Minutes
October 2, 2023

APPOINTMENTS & HEARINGS

Fire Chief John Phelan:

Discussion and Certification of the Hiring Process for Eric Faulkner as a Firefighter/Paramedic:

Correspondence was received from Joseph E. Peltier, Deputy Fire Chief dated September 26, 2023 affirming that all phases of the hiring process have been completed and reviewed by the Human Resources Department for the hiring of Firefighter/Paramedic Eric Faulkner at Step 2 of the intended pay scale.

Town Manager Rodney C. Collins attested that all policies and procedures have been adhered to for the Select Board's certification of the hiring process.

Motion made by Selectman Wyman Colombo to certify the Hiring Process for Eric Faulkner as Firefighter/Paramedic.

Motion seconded by Selectman Weeden.

VOTE: Unanimous 3-0.

Roll Call Vote:

**Selectman Cotton, yes
Opposed, none**

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Recreation Director Mary Bradbury: Discussion and Approval of the Following Special Events:

A list of Special Event Applications was presented to the Select Board for approval by Mary K. Bradbury, Recreation Director. This includes the following;

Polar Plunge at Attaquin Beach on Monday, January 1, 2024 from 10-11:30 p.m.:

It was noted the Polar Plunge is held in concert with the Naukabout Brewery to benefit the Kiwanis Club of Mashpee. The application was approved by applicable Departments with stipulations imposed by the Department of Public Works. For safety it was recommended that medical assistance be on stand-by.

Motion made by Selectman Weeden to approve the Special Event Application for the Annual Polar Plunge as presented.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous 3-0.

Roll Call Vote:

**Selectman Cotton, yes
Opposed, none**

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Mashpee Select Board
Minutes
October 2, 2023

APPOINTMENTS & HEARINGS

Recreation Director Mary Bradbury: Discussion and Approval of the Following Special Events:
(continued)

Luck of the Draw Pickleball Tournament to Benefit American Red Cross: The event is planned to be held at the Mashpee Pickleball Park on Saturday, October 21, 2023 from 10 a.m. until 4:00 p.m. This is a fundraiser for the American Red Cross. No specific services are required.

Motion made by Selectman Wyman-Colombo to approve the Special Event Application for the Luck of the Draw Pickleball Tournament as presented.

Motion seconded by Selectman Weeden.

VOTE: Unanimous 3-0.

Roll Call Vote:

Selectman Cotton, yes
Opposed, none

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Public Comment:

Andrew McManus indicated he is no longer a resident of the Town of Mashpee, and would like to speak on behalf of the Cape Cod Disc Golf Club.

Motion made by Selectman Weeden to allow Andrew McManus as President of the Cape Cod Disc Golf Club to speak during Public Comment on behalf of the association.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous 3-0.

Roll Call Vote:

Selectman Cotton, yes
Opposed, none

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Mr. McManus gave a follow up to the series of events that led to the removal of the Disc Golf Club project from the October Town Meeting warrant. Mr. McManus indicated the proposal was quite detailed and revised to address the questions asked of the Select Board and Community Preservation Committee since the project was first introduced for the May warrant. There were a lot of steps and work involved in this process. The project was endorsed by the Community Preservation Committee and by a majority of members from the Finance Committee. At the meeting where Mr. McManus was not present or felt he did not have to attend; the article was removed by the Select Board from the warrant. Mr. McManus stated in his opinion there was a need to finish the review process.

Mashpee Select Board
Minutes
October 2, 2023

NEW BUSINESS

Discussion and Approval of the Following Special Events:

White Light Nation Meditation and Breakfast: Mashpee Community Park and Gazebo; October 8, 15, 22, and 29, 2023 9:30 am-12 pm: Justin Gagne:

The application from the White Light Nation for meditation following a breakfast at the Community Park is complete with approval from regulatory officials. This is an event for community building and group meditation. However, the applicant was not in attendance to discuss this matter with the Select Board.

Motion made by Selectman Weeden to approve the White Light Nation Meditation and Breakfast at the Community Park and Gazebo on October 8, 15, 22 and 29, 2023 from 9:30 a.m. to 12:00 p.m. conditioned on the applicant Justin Gagne making himself available for the clarity and understanding of the White Light Meditation event; subject to the Town Manager's approval.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous 3-0.

Roll Call Vote:

Selectman Cotton, yes

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Opposed, none

Interview, Discussion and Approval of the Following Appointments:

Community Garden Advisory Committee: Roslyn Mann - Member at Large (Term Expires June 30, 2026):

It was disclosed the applicant, Roslyn Mann had a family emergency and was unable to interview for this position. Based on the recommendation provided by the Committee Chair, the Select Board moved forward noting that Ms. Mann has been an active community gardener for the past two years and is committed to the success of the garden.

Motion made by Selectman Wyman-Colombo to appoint Roslyn Mann to the Community Garden Advisory Committee as a Member at Large with a term to expire; June 30, 2026.

Motion seconded by Selectman Weeden.

VOTE: Unanimous 3-0.

Roll Call Vote:

Selectman Cotton, yes

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Opposed, none

Mashpee Select Board
Minutes
October 2, 2023

Interview, Discussion and Approval of the Following Appointments: (continued)

Community Garden Advisory Committee: Brian Logan - Member at Large (Term Expires June 30, 2025):

Brian Logan indicated he has been a gardener for many years and is able to advise the committee as necessary. He is engaged in garden work days and other volunteer efforts of the committee to ensure its success.

Motion made by Selectman Weeden to appoint Brian Logan to the Community Garden Advisory Committee as a Member at Large with a term to expire; June 30, 2025.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous 3-0.

Roll Call Vote:

**Selectman Cotton, yes
Opposed, none**

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Community Garden Advisory Committee: Mary "Polly" Minugh - Member at Large (Term Expires June 30, 2025):

The Select Board continued the interview process discussing the interest of Mary "Polly" Minugh and her involvement in the community garden. Ms. Minugh has been an active community gardener for the past two years volunteering her technical skills to this committee.

Motion made by Selectman Wyman-Colombo to appoint Mary "Polly" Minugh to the Community Garden Advisory Committee as a Member at Large with a term to expire; June 30, 2025.

Motion seconded by Selectman Weeden.

VOTE: Unanimous 3-0.

Roll Call Vote:

**Selectman Cotton, yes
Opposed, none**

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Design Review Committee: Carolyn Szarlan – Member at Large (Term Expires June 30, 2024):

Carolyn Szarlan discussed her interest in serving on the Design Review Committee. Ms. Szarlan is a Horticulturist and feels she can contribute to this role from the agriculture perspective. Ms. Szarlan is familiar with plans and with conservation. It is her desire to keep Mashpee as it is with a small-town atmosphere. Based on the committee recommendations and her strong resume, the Select Board voted as follows;

Motion made by Selectman Weeden to appoint Carolyn Szarlan to the Design Review Committee as a Member at Large with a term to expire; June 30, 2024.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous 3-0.

Roll Call Vote:

**Selectman Cotton, yes
Opposed, none**

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

DRAFT October 2, 2023 Select Board Minutes

Mashpee Select Board
Minutes
October 2, 2023

WATER QUALITY UPDATES

Cape Cod & Islands Water Protection Fund Subsidies:

It was reaffirmed the Town of Mashpee has a qualified project and is listed on the 2021 Clean Water State Revolving Fund Intended Use Plan (IUP). This commitment represents a 25% subsidy for the Phase I project. Therefore, the original commitment to the Town for a 25% subsidy remains unchanged.

In 2024 is it anticipated Mashpee would qualify for a 25% subsidy in the best-case scenario. The executive board is working diligently to secure the 25% subsidy. Awards should be revealed on or before the Spring of 2024.

Sewer Commission Website: The Assistant Town Manager acknowledged the Sewer Commission for updating their website. It is much improved, highly informative, and easy to navigate.

TOWN MANAGER UPDATES

Town Meeting Warrant: Information Sheets regarding Article #1 to appropriate funds for wastewater planning, collection, treatment and recharge initiatives will be distributed at Town Meeting to fully inform the voters on water quality, the mandate, resources and costs to the residents.

It was noted the Select Board and Sewer Commission voted unanimously to support Article #1. The Town Manager and his staff was applauded for compiling the information, the factual statements, and supportive documentation.

It was noted the Finance Committee voted to take no recommendation/no position on Article #1. The Chair and the Vice-Chairman were not available to attend this meeting. This matter will be re-visited to hopefully gain full support of the importance of Article #1.

Pickleball Sound Study: Late filed was information regarding the Pickleball Sound Study received from Cross-Spectrum Acoustics dated September 28, 2023. It was disclosed the measurement results at the site show significantly increased noise levels at night compared to daytime hours. It is recommended the height of the sound barrier be increased by 5' to further reduce noise levels to the north of the pickleball courts. Adding sound material, and ensuring there are no gaps are recommended. It is expected that adjustments would be made to the sound barrier to reduce sound levels.

Town Hall Closure: Town Hall will be closed on Monday, October 9, 2023 in respect of Indigenous Peoples Day.

Town Meeting: As a reminder a joint meeting between the Select Board and Finance Committee will be held on Monday, October 16, 2023 at 6:00 p.m. Town Meeting is scheduled to begin at 7:00 p.m. at the Mashpee High School. The Finance Committee Report on the Town Meeting Warrant was mailed in a timely manner to the voters.

Mashpee Select Board
Minutes
October 2, 2023

TOWN MANAGER UPDATES (continued)

Road Closures: Route 28 Closure/Detour 10/10/23 – 10/13/23 for paving from 7 a.m. to 5 p.m. Eastbound traffic is detoured; Quinaquisset Avenue to Orchard Road. Westbound traffic will be detoured to Asher's Path to Meetinghouse Road. Ashers Path Road Closure/Detour to continue until Friday, 10/6/23 from 7 a.m. to 5 p.m. for sewer work.

Red Brook Road Culvert: The design is in process for the culvert/replacement dam to be compliant with MA stream crossing standards.

Recycling Program: Appreciation acknowledged DPW Director Catherine Laurent for her efforts in the DEP Recycling Program earning an award of \$7,002.

Short-term Rentals – False Advertisement: The Town is taking swift and firm action to ensure compliance with a false advertisement.

EXECUTIVE SESSION

Discussion Relative to Disposition and Value of Real Property Pursuant to G.L. c.30A, §21(a)(6) and c.30B, §16 (35 Lake Avenue (Parcel 28-2-0); 409 Main Street (Parcel 36-80-0); 415 Main Street (28-3-0); 0 Meetinghouse Road (Parcel 68-13B); and 0 Falmouth Road (Parcels 68-14 and 68-16)):

Motion made by Selectman Wyman-Colombo to enter into Executive Session at 7:22 p.m.

It is moved that the Board convene in executive session to discuss the disposition and value of real property (35 Lake Avenue (Parcel 28-2-0); 409 Main Street (Parcel 36-80-0); 415 Main Street (28-3-0); 0 Meetinghouse Road (Parcel 68-13B); and 0 Falmouth Road (Parcels 68-14 and 68-16)) pursuant to G.L. c.30A, §21(a)(6) and c.30B, §16, the Chair having declared that an open meeting may have a detrimental effect on the negotiating position of the Board.

from which the Board will not reconvene in Open Session.

Motion seconded by Selectman Weeden.

VOTE: Unanimous 3-0.

Roll Call Vote:

Selectman Cotton, yes
Opposed, none

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Respectfully submitted,

Kathleen M. Soares
Secretary to the Select Board

Mashpee Select Board
Minutes-Executive Session
October 2, 2023

ADJOURNMENT

Motion made by Selectman Wyman-Colombo to adjourn at 8:01 p.m.

Motion seconded by Selectman Weeden.

VOTE: Unanimous 3-0.

Roll Call Vote:

Selectman Cotton, yes
Opposed, none

Selectman Weeden, yes

Selectman Wyman-Colombo, yes

Respectfully submitted,

Kathleen M. Soares
Secretary to the Select Board



**AGENDA
SELECT BOARD
THURSDAY, OCTOBER 12, 2023
WAQUOIT MEETING ROOM
MASHPEE TOWN HALL
16 GREAT NECK ROAD NORTH
MASHPEE, MA 02649**

Broadcast Live on Local Cable Channel 8

Streamed Live on the Town of Mashpee Website: <https://www.mashpeema.gov/channel-8>

6:30 p.m. – Convene Joint Meeting with the Finance Committee in Open Session

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

MINUTES

NEW BUSINESS

Discussion and Possible Approval of Funding Options for Article 1 of the October 16, 2023 Annual Town Meeting Warrant

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

ADJOURNMENT

Mashpee Select Board-Finance Committee
Minutes
October 12, 2023

Present: Selectman John J. Cotton, Selectman Thomas F. O'Hara, Selectman Carol A. Sherman,
Selectman David W. Weeden, Selectman Michaela Wyman-Colombo
Town Manager Rodney C. Collins
Assistant Town Manager Wayne E. Taylor

Meeting Called to Order by Chairman Cotton at 6:31 p.m.
Mashpee Town Hall, Waquoit Meeting Room

Joint Meeting with the Finance Committee

Present: Jeffrey Pettengill, Darlene Furbush, Lee Smith, Greg McKelvey, Jamie Schuh,
Glenn Thompson, Richard Weiner

Meeting Called to Order by Chairman Pettingill at 6:31 p.m.
Mashpee Town Hall, Waquoit Meeting Room

NEW BUSINESS

Discussion and Possible Approval of Funding Options for Article 1 of the October 16, 2023 Annual Town Meeting Warrant:

Honorable members of the Select Board and Finance Committee met in joint convention for the purpose of reviewing and approving possible funding options for Article #1 of the October 16, 2023 Annual Town Meeting warrant.

Article #1 as drafted would appropriate the sum of \$7,500,000 for the planning and design of wastewater collection, treatment and effluent recharge initiatives authorizing the Treasurer to meet this appropriation by borrowing said amount. The appropriation and debt authorization are contingent upon the successful passage of a debt exclusion ballot question.

The Select Board and Finance Committee voted unanimously on the wastewater project as identified. Funding for the Phase II Wastewater Design/Engineering in the amount of \$7,500,000 is anticipated to derive from Revenue Available for Appropriation (formerly known as Free Cash).

Town Manager Rodney C. Collins outlined the FY 2024 Certified Free Cash analysis as presented by his Financial Team.

The FY 2024 Certified Free Cash is \$15,302,463.

Assuming there are no additional articles requiring funding at the October Town Meeting it is anticipated the Free Cash would be utilized to fund the Phase II Wastewater Design/Engineering; \$7,500,000 and Godfrey Road/Barbary Circle Road Engineering; \$20,000.

Mashpee Select Board-Finance Committee
Minutes
October 12, 2023

NEW BUSINESS

Discussion and Possible Approval of Funding Options for Article 1 of the October 16, 2023 Annual Town Meeting Warrant: (continued)

Free Cash is also used to fund the Snow & Ice Account which is currently estimated at \$250,000 and the Capital Stabilization Fund Appropriation; \$2,295,369 funded at the May 2024 Special Town Meeting. Additional Free Cash intended to be used at the May 2024 (FY25) Annual Town Meeting represents a \$3,500,000 projection. The sum of \$2,500,000 would fund the Town's Operating Budget. An additional \$1,000,000 is earmarked to fund Accrued Benefits, OPEB funding, the Injured-on Duty Fund and the Opioid Settlement funds to Human Services.

After the May Annual Town Meeting (FY25) it is projected, the Free Cash would amount to \$1,737,094 with the absence of the FY 2025 Capital Budget which has not been finalized to date.

Discussion followed with respect to the use of Revenue Available for Appropriation. As per Free Cash Policy No. 73, the Town of Mashpee will strive to maintain its annual certified Unappropriated Cash Available in the range of 5-10% of the annual operating budget to avoid depleting those funds in any fiscal year and to ensure the succeeding year's calculation begins with a positive balance.

The 5% minimum to be reserved as per policy is \$3,750,000. The balance of the FY24 Free Cash after reserving per policy would result in a balance of \$2,012,906 if the \$7,500,000 is fully used to fund Phase II and a portion of Phase I of the Wastewater Design/Engineering.

Town Manager Rodney C. Collins indicated the \$15,302,463 Certified in FY 2024 as Free Cash is approximately \$2,000,000 over last year.

Town Manager Collins indicated that initially he was inclined to appropriate \$7,500,000 utilizing Free Cash to fund the Phase II Wastewater project. After consulting the Finance Team there is concern the policies established by the Select Board would be violated. As per policy the Select Board must ensure there is funding to avoid depleted balances. This action may also place the Town at risk in its Triple Bond Rating with Standard & Poor. There are also unknowns with respect to operational requests and capital needs that have not yet been identified and prioritized in detail.

As per Policy No. 072, 15% of Certified Free Cash is appropriated into the Capital Stabilization Fund (\$2,295,369) to be used for future capital assumptions in the Capital Improvement Program.

Mashpee Select Board-Finance Committee
Minutes
October 12, 2023

NEW BUSINESS

Discussion and Possible Approval of Funding Options for Article 1 of the October 16, 2023 Annual Town Meeting Warrant: (continued)

Dawn Thayer, Finance Director indicated in the past the Capital Improvement Program was severely underfunded. The use of the Capital Stabilization Fund has been very successful. It is also sound financial planning to be better prepared for future capital needs.

The Town also has a Wastewater Stabilization Fund with an estimated \$3,000,000 balance as well as the WIIF Fund having an approximate balance of \$710,000, to be used for the sole purpose of wastewater funding initiatives.

On June 30, 2024 the year-end balance of Free Cash should be at minimum \$3,750,000 to be made available for use in the FY25 fiscal year.

As this matter was discussed the Town Manager conveyed that it is important the two boards remain consistent in their recommendation recognizing Article #1 as high priority and a critical vote for the Mashpee community.

Craig Mayem, the Treasurer/Tax Collector indicated the triple bond rating allows the Town to borrow at a lower rate. It was suggested that a lesser contribution from Free Cash be considered to maintain a favorable bond rating while avoiding a potential breach in Town policies. Mr. Mayem reviewed the rationale associated to borrowing which would be similar to the Bond Anticipation Notes associated to Phase I of the Wastewater Plan.

Correspondence was received from the Cape Cod Commission dated October 12, 2023 regarding the final commitments for subsidies from the Cape Cod and Islands Water Protection Fund (CIWPF) to fund Mashpee's Qualified Projects listed on the 2021 and 2023 Clean Water State Revolving Fund Intended Use Plans. The commitments represent a 25% subsidy for each project.

Different scenario options for funding the Phase II Wastewater project were outlined. This includes the appropriation of \$7,500,000, \$4,000,000 and \$3,000,000 from Free Cash.

As noted, the \$88 million Phase II project encompasses Option #9 as well as a portion of Phase I as agreed upon. The \$7,500,000 article is associated to the planning and design of wastewater collection, treatment and effluent recharge initiatives.

It was recommendation the two bodies bring forth a unanimous vote as with the previous vote in support of Phase I to show confidence in the endorsement of this project. It was noted that several members of the Finance Committee voted to take no recommendation/no position Article #1. The Chair and the Vice-Chair were absent. Although the issue was deemed critical and required a vote there was a lack of full understanding regarding the intent of the proposal which prompted the vote of no recommendation.

Mashpee Select Board-Finance Committee
Minutes
October 12, 2023

NEW BUSINESS

Discussion and Possible Approval of Funding Options for Article 1 of the October 16, 2023 Annual Town Meeting Warrant: (continued)

With agreement, the following action was taken;

Motion made by Selectman Weeden to modify Article #1 of the October 16, 2023 Annual Town Meeting Warrant to transfer from available funds and/or borrow and appropriate the sum of \$7,500,000 for the planning and design of wastewater collection, treatment and effluent recharge initiatives, and to meet this appropriation, that the sum of \$3,000,000 be transferred from Revenue Available for Appropriation (Free Cash), and authorize the Treasurer to borrow \$4,500,000 under M.G.L. Chapter 44, sections 7 and/or 8.

Motion seconded by Selectman O'Hara.

VOTE: 4-1.

Roll Call Vote:

Selectman Cotton, yes	Selectman O'Hara, yes	Selectman Sherman, no
Selectman Weeden, yes	Selectman Wyman-Colombo, yes	Opposed, (1)

Motion made by Finance Committee Lee Smith to rescind its previous vote on Article #1.

Motion seconded by Mr. McKelvey.

VOTE: Unanimous. 7-0.

Roll Call Vote:

Mr. Pettengill, yes	Mrs. Furbush, yes	Ms. Smith, yes
Mr. McKelvey, yes	Ms. Schuh, yes	Mr. Thompson, yes
Mr. Weiner, yes	Opposed, none	

Motion made by Mr. McKelvey to approve the modification of Article #1 as stated.

Motion seconded by Ms. Smith.

VOTE: Unanimous. 7-0.

Roll Call Vote:

Mr. Pettengill, yes	Mrs. Furbush, yes	Ms. Smith, yes
Mr. McKelvey, yes	Ms. Schuh, yes	Mr. Thompson, yes
Mr. Weiner, yes	Opposed, none	

Motion made by Selectman Weeden to recommend Article #1 of the October warrant as amended.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes	Selectman O'Hara, yes	Selectman Sherman, yes
Selectman Weeden, yes	Selectman Wyman-Colombo, yes	Opposed, none

Mashpee Select Board-Finance Committee
Minutes
October 12, 2023

ADJOURNMENT

Motion made by Selectman Sherman to adjourn at 7:29 p.m.

Motion seconded by Selectman Wyman-Colombo.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes	Selectman O'Hara, yes	Selectman Sherman, yes
Selectman Weeden, yes	Selectman Wyman-Colombo, yes	Opposed, none

Motion made by Ms. Smith to adjourn at 7:29 p.m.

Motion seconded by Mrs. Furbush.

VOTE: Unanimous. 7-0.

Roll Call Vote:

Mr. Pettengill, yes	Mrs. Furbush, yes	Ms. Smith, yes
Mr. McKelvey, yes	Ms. Schuh, yes	Mr. Thompson, yes
Mr. Weiner, yes	Opposed, none	

Respectfully submitted,

Kathleen M. Soares
Secretary to the Select Board



***AMENDED* AGENDA
SELECT BOARD
MONDAY, OCTOBER 16, 2023
MASHPEE HIGH SCHOOL
HEALTH CAREERS LEARNING CENTER
500 OLD BARNSTABLE ROAD
MASHPEE, MA 02649**

6 p.m. – Convene Meeting in Open Session

**PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE**

APPOINTMENTS AND HEARINGS

Fire Chief John Phelan:

Discussion and Certification of the Hiring Process for Andrew Desmarais as a Firefighter/Paramedic

CONVENE JOINT MEETING WITH THE FINANCE COMMITTEE

NEW BUSINESS

- Review of Annual Town Meeting Warrant, Motions and Possible Amendments to Motions with the Finance Committee, Town Counsel and the Town Moderator

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

- *Reopen Warrant for Review/ Amendment of Article 1 (Wastewater Planning and Design Appropriation) Funding Source*

ADJOURNMENT

Mashpee Select Board-Finance Committee
Minutes
October 16, 2023

Present: Selectman John J. Cotton, Selectman Thomas F. O'Hara, Selectman Carol A. Sherman,
Selectman David W. Weeden, Selectman Michaela Wyman-Colombo
Town Manager Rodney C. Collins
Assistant Town Manager Wayne E. Taylor

Attendees: Town Counsel Patrick J. Costello
Town Moderator John Miller
Finance Committee; Jeffrey Pettengill, Darlene Furbush, Lee Smith, Greg McKelvey,
Jamie Schuh, Glenn Thompson, Richard Weiner

Meeting Called to Order by Chairman Cotton at 6:00 p.m.
Mashpee High School, Health Careers Learning Center

Meeting Called to Order by Chairman Pettingill at 6:00 p.m.
Mashpee High School Health Careers Learning Center

APPOINTMENTS AND HEARINGS

Fire Chief John Phelan:

Discussion and Certification of the Hiring Process for Andrew Desmarais as a Firefighter/Paramedic:

The certification of the hiring process for Andrew Desmarais as Firefighter/Paramedic was presented to the Select Board for approval by Fire Chief John Phelan. Town Manager Rodney C. Collins attested that all policies and procedures relative to the hiring process in accord with Town standards are in place. With the Select Board's certification, the Mr. Desmarais will be starting work next week.

Motion made by Selectman Sherman to certify the Hiring Process for Andrew Desmarais as Firefighter/Paramedic as presented.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes	Selectman O'Hara, yes	Selectman Sherman, yes
Selectman Weeden, yes	Selectman Wyman-Colombo, yes	Opposed, none

Mashpee Select Board-Finance Committee
Minutes
October 16, 2023

CONVENE JOINT MEETING WITH THE FINANCE COMMITTEE

NEW BUSINESS

Review of Annual Town Meeting Warrant, Motions and Possible Amendments to Motions with the Finance Committee, Town Counsel and the Town Moderator:

Honorable members of the Select Board and Finance Committee met with Town Counsel and the Town Moderator to review motions and possible amendments to the October 16, 2023 Town Meeting warrant.

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

Reopen Warrant for Review/ Amendment of Article 1 (Wastewater Planning and Design Appropriation) Funding Source:

Motion made by Selectman Cotton to reopen the Fall Annual Town Meeting Warrant for the purposes of review and substitution of Article #1.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes	Selectman O'Hara, yes	Selectman Sherman, yes
Selectman Weeden, yes	Selectman Wyman-Colombo, yes	Opposed, none

Town Counsel Patrick J. Costello indicated the Select Board motioned at their October 12, 2023 meeting to allow the transfer of \$3,000,000 from revenue available for appropriation (free cash). Re-opening the warrant would allow for the substitution of Article #1 which merely adds the transfer of funds and the authorization to allow the Treasurer to borrow the amount of \$4,500,000 under M.G.L. Chapter 44 sections 7 and/or 8 or any other enabling authority to issue such bonds or notes as may be necessary for such purpose....The warrant would then be closed allowing the legislative body of Town Meeting the authority to vote at the October 16, 2023 Town Meeting. With the concurrence of the two bodies; the Select Board and Town Meeting, action can be taken on the new substitute article which seeks a dual funding source, a required a debt authorization by ballot.

Motion made by Selectman Weeden to Substitute Article #1 of the October 16, 2023 Town Meeting warrant adding the new and revised language as referenced.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes	Selectman O'Hara, yes	Selectman Sherman, yes
Selectman Weeden, yes	Selectman Wyman-Colombo, yes	Opposed, none

The Finance Committee is not required to re-vote on this article.

Copies of the revised motion would be distributed to the voters at Town Meeting.

Mashpee Select Board-Finance Committee
Minutes
October 16, 2023

NEW BUSINESS

Review of Annual Town Meeting Warrant, Motions and Possible Amendments to Motions with the Finance Committee, Town Counsel and the Town Moderator:

A brief discussion followed with respect to the Town Meeting warrant and the associated process when convening this meeting.

There was also comment regarding the use of counters or clickers being used for the first-time for efficiency and accuracy when tallying votes.

ADJOURNMENT

Motion made by Selectman Sherman to adjourn at 6:31 p.m.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

Selectman Cotton, yes	Selectman O'Hara, yes	Selectman Sherman, yes
Selectman Weeden, yes	Selectman Wyman-Colombo, yes	Opposed, none

Motion made by Ms. Schuh to adjourn at 6:31 p.m.

Motion seconded by Mr. Thompson.

VOTE: Unanimous. 7-0.

Roll Call Vote:

Mr. Pettengill, yes	Mrs. Furbush, yes	Ms. Smith, yes
Mr. McKelvey, yes	Ms. Schuh, yes	Mr. Thompson, yes
Mr. Weiner, yes	Opposed, none	

Respectfully submitted,

Kathleen M. Soares
Secretary to the Select Board



**AGENDA
SELECT BOARD
TUESDAY, OCTOBER 24, 2023
WAQUOIT MEETING ROOM
MASHPEE TOWN HALL
16 GREAT NECK ROAD NORTH
MASHPEE, MA 02649**

Broadcast Live on Local Cable Channel 8

Streamed Live on the Town of Mashpee Website: <https://www.mashpeema.gov/channel-8>

3:30 p.m. – Convene Meeting in Open Session

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

NEW BUSINESS

- Discussion of Publication of November 7, 2023 Election Notice and Possible Remedial Action Relative Thereto
- Questions/Comments from the Public on the Above Agenda Item only

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

ADJOURNMENT

Mashpee Select Board
Minutes Special Meeting
October 24, 2023

Present: Select Board Members: Chair John J. Cotton, Vice-Chair Thomas F. O'Hara, Clerk Carol A. Sherman, David W. Weeden (VIA ZOOM), Michaela Wyman-Colombo
Also Present: Town Manager Rodney C. Collins, Assistant Town Manager Wayne E. Taylor
Town Counsel Patrick Costello (VIA ZOOM); State Representative David Viera, Town Clerk Deborah Kaye

Meeting Called to Order by Chair Cotton at 3:30 p.m.
Mashpee Town Hall, Waquoit Meeting Room

PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE

NEW BUSINESS

Discussion of Publication of November 7, 2023 Election Notice and Possible Remedial Action Relative Thereto

Town Manager Collins explained that due to a failure to put notice of the Special Election Warrant into the newspaper thirty (30) days prior to the November 7, 2023 Special Election that a defect exists with election procedures according to Bond Counsel and Town Counsel. There are two ways to correct the defect:

- Legislative route: filing special legislation
- Cancelling the November 7, 2023 date and rescheduling the election

Also, Town Manager Collins met with Representative David Viera, Town Clerk Deborah Kaye, Town Treasurer Craig Mayen and Finance Director Dawn Thayer last week to discuss the various options. It was made clear that in order to meet deadlines for the requirements of the State Revolving Fund (SRF) filing deadlines that the legislative route or new election date would have to be completed by December 1, 2023. This is in order to facilitate contracts being filed, etc in time for the May, 2024 Town Meeting.

Representative David Viera, Town Counsel Patrick Costello and Town Clerk Deborah Kaye gave the following information to the Select Board –

Viera: The legislative action is just ministerial in nature, this happens often, he asked for clarification if the warrant was posted by a Constable of the Town, and just not in the newspaper. It was confirmed that it was posted in a timely manner. The language of the legislative act has been drafted and it was confirmed that Senator Susan Moran is on board to file in the Senate after the filing by Rep. Viera in the House. Vote is not guaranteed, but should be complete by December 1.

Costello: Legislative action is just ministerial in nature, happens a lot and turns around quickly.

Kaye: Apprised of the failure to publish the notice in the paper on October 19, 2023, spoke to Treasurer Craig Mayen and Bond Counsel and was advised of the simple fix of the administrative error by the legislative action. Hard to do a new election date prior to December 1, 2023.

Select Board Member Wyman-Colombo the Board is meeting now, so we can set a new election date today. Mr. Cotton agreed. Ms. Kaye stated that a new election would cost over \$7,000 and that over that amount had already been spent for the original November 7, 2023 Special Election.

Mashpee Select Board
Minutes Special Meeting
October 24, 2023

Town Manager Collins stated his concern if the December 1 deadlines are missed, so he would prefer a new election date rather than the uncertainty of the timing of the legislative action.

Ms. Wyman-Colombo reminded the Board that if the deadlines are missed the 0% financing could be forfeited.

Town Counsel Costello stated that he is recommending the legislative action and restated that the defect is very minor in nature. Rep. Viera said that he could not guarantee passage of the legislative action by December 1, but felt it would happen by then.

It was also pointed out that if the date changes all notices must be posted in the newspaper, etc right away to be in compliance.

Carol Sherman asked the Town Manager what his opinion is to which his response was that he likes to control things so he recommends changing the election date. Town Counsel was asked his opinion again and he stated that none of the discussion changes his recommendation to go the legislative route.

Questions/Comments from the Public on the Above Agenda Item only

Andrew Gottlieb: The election should be changed to November 28, 2023 that gives time to complete all by the December 1, 2023 date and be in compliance with all posting dates and notification to the public. This gives enough time for GHD to complete the plans and action can be taken at the May 2024 Town Meeting on the next phase of the wastewater project. The Town will maintain control.

Motion made by Ms. Wyman-Colombo to reset the Special Election date from Tuesday, November 7, 2023 to Tuesday, November 28, 2023

Motion seconded by Ms. Sherman.

VOTE: 5-0. Unanimous.

Roll Call Vote:

Mr. Cotton, yes

Mr. O'Hara, yes

Ms. Sherman, yes

Mr. Weeden, yes

Ms. Wyman-Colombo, yes

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

ADJOURNMENT

Motion made by Ms. Sherman to adjourn at 4:15 pm.

Motion seconded by Ms. Wyman-Colombo.

VOTE: 5-0. Unanimous.

Roll Call Vote:

Mr. Cotton, yes

Mr. O'Hara, yes

Ms. Sherman, yes

Mr. Weeden, yes

Ms. Wyman-Colombo, yes

Respectfully Submitted,

Theresa M. Cook

Substitute Select Board Recording Secretary

VOTE OF THE BOARD OF SELECTMEN
to Request Passage of Special Legislation

I, the Clerk of the Board of Selectmen of the Town of Mashpee, Massachusetts, certify that at a meeting of the board held on _____, 2023, of which meeting all members of the board were duly notified and at which a quorum was present, the following vote was passed by a vote of ____ in the affirmative, ____ in the negative, and ____ abstaining, all of which appears upon the official record of the board in my custody:

Voted: that the Town request the introduction and passage of special legislation in substantially the form attached hereto, which special legislation will ratify, validate and confirm the Town's November 7, 2023 special town election and all actions taken pursuant thereto.

I further certify that the vote was taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above vote) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the vote were taken in executive session, all in accordance with G.L. c.30A, §§18-25.

Dated: _____, 2023

Clerk of the Board of Selectmen

[Letterhead of Town]

_____, 2023

The Honorable _____
State [Senator] [Representative]
State House, Room _____
Boston, Massachusetts 02133

Dear [Senator] [Representative] _____:

We are writing to formally ask for your assistance in forwarding a request to the Governor's office for Governor Healey to file on the Town's behalf validating legislation to ratify the actions taken by the Town at the November 7, 2023 special town election.

The proposed corrective legislation (enclosed) was drafted by the Town's bond counsel, Locke Lord LLP. The November 7, 2023 special town election was called for the purpose of presenting a debt exclusion question to voters with respect to the second phase of the Town's wastewater infrastructure project. Pursuant to the Town's bylaws, the warrant for a special town election is required to be posted at Town Hall and on the town bulletin boards and be published in a newspaper of general circulation within the Town at least 30 days prior to the election. The warrant was posted at the Town Hall and each of the Town bulletin boards at least 30 days prior to the election. However, Bond counsel has explained that this legislation is necessary because the warrant was not published in a newspaper of general circulation within the Town of at least 30 days prior to the election. The publication of the warrant occurred on _____, 2023, which was _____ days prior to the election. The special town election was conducted on November 7, 2023, and the ballot question was approved by a vote of _____ in favor and _____ opposed.

As always, we appreciate your assistance. Since the Town needs to borrow funds to undertake this significant project as soon as possible, any efforts you can make to expedite this bill would be of tremendous help to the Town.

If you have any questions on this matter, please let me know.

Sincerely,

AN ACT VALIDATING THE RESULTS OF THE SPECIAL ELECTION HELD IN THE TOWN OF MASHPEE ON NOVEMBER 7, 2023.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Whereas, the deferred operation of this act would tend to defeat its purpose, which is to validate the actions taken by the town of Mashpee at its special town election held on November 7, 2023, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

SECTION 1. Notwithstanding any general or special law to the contrary, all acts and proceedings taken by the town of Mashpee at the special town election held on November 7, 2023 and all actions taken pursuant thereto are hereby ratified, validated and confirmed, notwithstanding any failure to publish the warrant for the special election in a newspaper of general circulation within the Town at least 30 days prior to said election.

SECTION 2. This act shall take effect upon its passage.



**AGENDA
SELECT BOARD
MONDAY, OCTOBER 30, 2023
WAQUOIT MEETING ROOM
MASHPEE TOWN HALL
16 GREAT NECK ROAD NORTH
MASHPEE, MA 02649**

Broadcast Live on Local Cable Channel 8

Streamed Live on the Town of Mashpee Website: <https://www.mashpeema.gov/channel-8>

6 p.m. – Convene Meeting in Open Session

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

NEW BUSINESS

Discussion and Approval of Early Voting Days and Hours for the November 28, 2023 Special Election

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

ADJOURNMENT

Mashpee Select Board
Minutes Special Meeting
October 30, 2023

Present: Select Board Members: Chair John J. Cotton, Vice-Chair Thomas F. O'Hara, Clerk Carol A. Sherman, David W. Weeden (VIA ZOOM), Michaela Wyman-Colombo
Also Present: Town Manager Rodney C. Collins, Assistant Town Manager Wayne E. Taylor
Town Clerk Deborah Kaye

Meeting Called to Order by Chair Cotton at 6 p.m.
Mashpee Town Hall, Waquoit Meeting Room

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

NEW BUSINESS

Discussion and Approval of Early Voting Days and Hours for the November 28, 2023 Special Election

Town Clerk Deborah Kaye presented a memo to the Board with the proposed Early Voting dates and times for the November 28, 2023 Special Election. They are as follows:

November 13 through November 17, 2023 from 8:30 am to 4:30 pm.

Motion made by Ms. Sherman to set the Special Election Early Voting dates of Monday, November 13, 2023 through Friday, November 17, 2023 from 8:30 am until 4:30 pm each day.

Motion seconded by Mr. O'Hara.

VOTE: 5-0. Unanimous.

Roll Call Vote:

Mr. Cotton, yes	Mr. O'Hara, yes	Ms. Sherman, yes
Mr. Weeden, yes	Ms. Wyman-Colombo, yes	

Ms. Wyman-Colombo asked how this was going to be advertised.

Chair Cotton asked for a motion to add this item to the agenda.

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

Motion made by Mr. Weeden to add the marketing and logistics of the new dates of the Special Election and Early Voting dates to the agenda.

Motion seconded by Ms. Sherman.

VOTE: 5-0. Unanimous.

Roll Call Vote:

Mr. Cotton, yes	Mr. O'Hara, yes	Ms. Sherman, yes
Mr. Weeden, yes	Ms. Wyman-Colombo, yes	

Mashpee Select Board
Minutes Special Meeting
October 30, 2023

Questions arose as to notification of the new election date and absentee/early voting ballots.

The following was discussed:

Sending postcards to all heads of household (Cost of \$0.32/household plus postage)

The Town Clerk stated that time is tight to get the postcards mailed in time.

Several members asked for Social Media posts, do a “robo call” aka Reverse 911 type call via the Town, put a “Banner” across the website, sandwich boards posted around Town, public service announcement on MTV, newspaper articles and ads, Mashpee School’s electronic board, Town bulletin boards, Chamber of Commerce, etc. The Town Manager stated that all can be done.

Motion made by Ms. Sherman to market and advertise the revised date of the Special Election on Tuesday, November 28, 2023 and the Early Voting dates and times (November 13 – 17, 2023; 8:30 am to 4:30 pm each day) as follows: postcards to be sent to all Heads of Household, Town Website including a “banner” across the website, News and Announcement, with e-subscriber notifications, “reverse 911” calls, sandwich boards put up around Town, School’s electronic message board, Social Media posts, advertising in Mashpee Enterprise, and ask Mashpee TV to do a public service announcement.

Motion seconded by Ms. Wyman-Colombo.

VOTE: 5-0. Unanimous.

Roll Call Vote:

Mr. Cotton, yes	Mr. O’Hara, yes	Ms. Sherman, yes
Mr. Weeden, yes	Ms. Wyman-Colombo, yes	

ADDITIONAL TOPICS

(This space is reserved for topics that the Chair did not reasonably anticipate would be discussed)

ADJOURNMENT

Motion made by Ms. Sherman to adjourn at 6:25 pm.

Motion seconded by Mr. Weeden.

VOTE: 5-0. Unanimous.

Roll Call Vote:

Mr. Cotton, yes	Mr. O’Hara, yes	Ms. Sherman, yes
Mr. Weeden, yes	Ms. Wyman-Colombo, yes	

Respectfully Submitted,

Theresa M. Cook
Substitute Select Board Recording Secretary

Deborah Kaye
Town Clerk
(508) 539-1418
dkaye@mashpeema.gov



Office of the Town Clerk
Mashpee Town Hall
16 Great Neck Road North
Mashpee, MA 02649

To: Select Board Members
Rodney Collins, Town Manager
Wayne Taylor, Assistant Town Manager

From: Deborah F. Kaye 
Town Clerk

Date: October 26, 2023

Re: November 28, 2023 Special Town Election

On Friday, October 27, 2023, at 11 am, the Mashpee Board of Registrars will convene to vote to recommend that the Mashpee Select Board offer Early Voting in person. I have no doubt that they will vote in the affirmative to recommend to the Select Board that Early Voting be offered to the voters of Mashpee.

At this time, I would ask the Select Board to vote to offer Early Voting, beginning Monday, November 13, 2023 through November 17, 2023.

Evan Lehrer
Town Planner
(508) 539-1414
elehrer@mashpeema.gov



Planning Department
Mashpee Town Hall
16 Great Neck Road North
Mashpee, MA 02649

To: Chair Cotton and the Honorable Members of the Select Board
From: Evan Lehrer, Town Planner
Date: October 30, 2023
Re: Community Development Block Grant Application (CDBG)

The bidding period for the Town's Request for Quotes and Qualifications from consultants to assist the Town in submitting a 2024 Community Development Block Grant Application has closed. There were no responses received by the deadline. The Planning Department provided the advertised RFQ to the following consultants: Bailey Boyd Associates, Barrett Planning Group, and Harwich Ecumenical Council for the Homeless, Inc. (HECH). A fourth consultant was identified towards the end of the submission period, but hasn't yet been contacted because we were not provided with a phone # or email address. That consultant's name was Sharon Gay. Most consultants reported that they didn't have the capacity to respond in consideration of their current and planned commitments. Should the Select Board desire, the RFQ can be re-advertised so that an attempt to engage with Ms. Gay can be made. The Planning Department will await your decision.

TOWN OF MASHPEE POSITION APPOINTMENT/REAPPOINTMENT REQUEST

Effective: September 1, 2016

JOB TITLE: Wastewater Superintendent DEPARTMENT: Wastewater Management
EMPLOYEE: Jared Meader UNION/UNIT: PAP-B

STATUS: Regular Full-time ☒ Temporary Full-time ☐ Temporary Part-time ☐
Standard Part-time ☐ Non-Standard Part-time ☐ Seasonal ☐

LABOR GRADE: 19 STEP: 3 RATE OF PAY: \$65.26 Per Hour
\$2,610.40 Per Week \$135,740.80 Per Year/Base

I attest that this position was posted and/or advertised through the following:

Existing Eligibility List ☐ Town Posting ☒ Local Employment Opportunity ☒
Regional/State/National Opportunity ☐ Other Posting ☐

I also attest that all policies and procedures of the Town have been satisfied regarding this appointment, including: application review ☒ written examination ☐ oral interview ☒ appointing authority interview ☒
physical agility exam ☐ medical examination ☒ psychological examination ☐ comprehensive background investigation, including a CORI check ☒ or other _____.

I further attest that the search and initial screening for this position was based upon minimum requirements, knowledge, skills, abilities, essential functions and responsibilities outlined in a job description approved by the Town Manager. (Attach job description) I further attest that the employee's driver's license status, if applicable to the position, was verified.

Kim Landry
Human Resources Director Signature

11-1-23
Date

I request this appointment/promotion to be effective on:

November 20, 2023

[Signature]
Appointing Authority Signature

11/2/23
Date

This position may be filled upon confirmation and/or certification of this selection process, if a full-time new employee; or compliance with Town policies and procedures, if a promotion.

[Signature]
Town Manager Signature

11/2/23
Date

Chairman of Board of Selectmen (or Designee) Signature
Review of Appointment and Certification of Selection Process

Date

Copies To: White – Human Resources Canary – Town Clerk Pink – Town Manager



**TOWN OF MASHPEE
SELECT BOARD
PUBLIC HEARING NOTICE**

The Mashpee Select Board will conduct a public hearing, pursuant to MGL Chapter 90, Section 18, on a proposed change of the speed limit on Pondview Drive, County Road, Dixon Drive, Holly Farm Drive, Winslow Drive, River Run and Renee's Circle to twenty (20) miles per hour. Said hearing will be held on Monday, November 13, 2023 at 6:40 p.m. in the Waquoit Meeting Room at Mashpee Town Hall, 16 Great Neck Road North, Mashpee, MA 02649. Residents are invited to attend the hearing or email their questions/comments in advance to bos@marshpeema.gov.



**TOWN OF MASHPEE
SELECT BOARD
PUBLIC HEARING NOTICE**

The Mashpee Select Board will conduct a public hearing, pursuant to MGL Chapter 90, Section 18, on a proposed change of the speed limit on Pondview Drive, County Road, Dixon Drive, Holly Farm Drive, Winslow Drive, River Run and Renee's Circle to twenty (20) miles per hour. Said hearing will be held on Monday, November 13, 2023 at 6:40 p.m. in the Waquoit Meeting Room at Mashpee Town Hall, 16 Great Neck Road North, Mashpee, MA 02649. Residents are invited to attend the hearing or email their questions/comments in advance to bos@marshpeema.gov.

Per Order of
Mashpee Select Board

John J. Cotton, Chair
Thomas F. O'Hara, Vice Chair
Carol A. Sherman, Clerk
David W. Weeden
Michaela Wyman-Colombo

November 3, 2023

Per Order of
Mashpee Select Board

John J. Cotton, Chair
Thomas F. O'Hara, Vice Chair
Carol A. Sherman, Clerk
David W. Weeden
Michaela Wyman-Colombo



TOWN OF MASHPEE


OFFICE OF THE SELECT BOARD

16 Great Neck Road North
Mashpee, Massachusetts 02649
Telephone – (508) 539-1401
bos@marshpeema.gov

MEMORANDUM

Date: November 8, 2023

To: Rodney C. Collins, Town Manager and
Honorable Members of the Select Board

From: Stephanie A. Coleman, Administrative Secretary 

Re: Public Hearing: Speed Limit Change Pond View Drive, County Road, Dixon Drive, Holly Farm Drive, Winslow Drive, River Run and Renee's Circle

Description

The Mashpee Select Board will conduct a public hearing, pursuant to MGL Chapter 90, Section 18, on a proposed change of the speed limit on Pond View Drive, County Road, Dixon Drive, Holly Farm Drive, Winslow Drive, River Run and Renee's Circle to twenty (20) miles per hour. Said hearing will be held on Monday, November 13, 2023 at 6:40 p.m. in the Waquoit Meeting Room at Mashpee Town Hall, 16 Great Neck Road North, Mashpee, MA 02649.

Attached is the petition to the Select Board.

PETITION TO THE SELECT BOARD

We, the undersigned, from the private ways or association of:

Winslow Farms - Pond View Drive,
County Road, Dixon Drive, Holly Farm Drive
Winslow Drive, River Run, Renee's Circle

do hereby petition the Mashpee Select Board for the purposes of establishing the speed limit of 20 miles per hour on said ways pursuant to Massachusetts General Laws Chapter 90, Section 18. We hereby affirm and attest that the signatures attached hereto are from residents of said private ways or from association officers of proper authority and respectfully request action by the Select Board as submitted.

Name

Address

Signature

Patricia Morley

Raymond Neff

Phil Seale

Ann Gilman

Ashley Duane

Cathy A. Murray

Phil Seale

Ann Gilman

Ashley Duane

Cathy A. Murray

TOWN MANAGERS OFFICE
 SEP 5 '23 AMB:36

1

PETITION TO THE SELECT BOARD

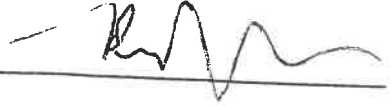
Page 2 of 2 Pages

Name

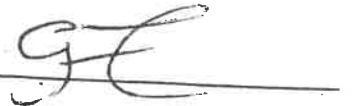
Address

Signature


Dave Robbins



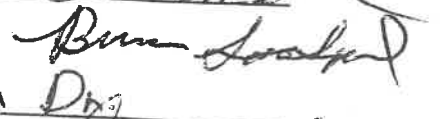
Gino Fellini



Conn. Baker



Bruce Goodspeed



GEO BAKER



Regina Staffino

Plummer J. Jirik

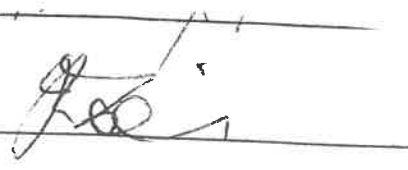


Alan Roush



John Andreozzi

JAMES R LEWIS



Lee Heston R



**TOWN OF MASHPEE
SELECT BOARD
TAX CLASSIFICATION PUBLIC HEARING NOTICE**

Under Chapter 40, Section 56, as amended by Chapter 369 of the Acts of 1982 and Chapter 79 of the Acts of 1983, the Mashpee Select Board will conduct a Public Hearing on whether the Town of Mashpee should implement the Classification Act. At said hearing, the Mashpee Select Board will hear testimony as to what will be the Fiscal Year 2024 residential factor which will determine the share of taxes each classification of property will pay, what will be the open space factor, and whether there will be a residential exemption and/or a small business exemption.

Said Public Hearing will be conducted on Monday, November 13, 2023, at 6:45 p.m. in the Waquoit Meeting Room, at Mashpee Town Hall 16 Great Neck Road North, Mashpee, MA.

You can submit comments and questions via email to bos@mashpeema.gov prior to the meeting date and time.

Per order of
The Mashpee Select Board

John J. Cotton, *Chair*
Thomas F. O'Hara, *Vice-Chair*
Carol A. Sherman, *Clerk*
David W. Weeden
Michaela Wyman-Colombo

Mashpee Enterprise
October 27, 2023
November 3, 2023

**TOWN OF MASHPEE
SELECT BOARD
TAX CLASSIFICATION PUBLIC
HEARING NOTICE**

Under Chapter 40, Section 56, as amended by Chapter 369 of the Acts of 1982 and Chapter 79 of the Acts of 1983, the Mashpee Select Board will conduct a Public Hearing on whether the Town of Mashpee should implement the Classification Act. At said hearing, the Mashpee Select Board will hear testimony as to what will be the Fiscal Year 2024 residential factor which will determine the share of taxes each classification of property will pay, what will be the open space factor, and whether there will be a residential exemption and/or a small business exemption.

Said Public Hearing will be conducted on Monday, November 13, 2023, at 6:45 p.m. in the Waquoit Meeting Room, at Mashpee Town Hall 16 Great Neck Road North, Mashpee, MA.

You can submit comments and questions via email to bos@mashpee.ma.gov prior to the meeting date and time.

Per order of
The Mashpee Select Board
John J. Cotton, Chair
Thomas F. O'Hara, Vice Chair
Carol A. Sherman, Clerk
David W. Weeden
Michaela Wyman-Colombo

October 27, 2023
November 3, 2023



TOWN OF MASHPEE

ASSESSING DEPARTMENT

16 Great Neck Rd North, Mashpee MA 02649

Joseph Gibbons, MAA
Director of Assessing

MEMORANDUM

DATE: November 8, 2023

TO: Honorable Select Board

CC: Rodney Collins, town Manager

FROM: Office of Joseph Gibbons, MAA
Director of Assessing

RE: Assessors Recommendation-Classification Hearing

In order to facilitate the Classification Hearing on November 13, 2023, please see the accompanying information and recommendations. Under Chapter 40, Section 56 of the Massachusetts General Laws, and subsequently amended by the Chapter 369 of the Acts of 1982 and Chapter 79 of the Acts of 1983, the Mashpee Select Board must vote on the following sections of the Classification Act:

1. Whether to continue with factor of "1" which would not shift the tax burden between classes. Mashpee has never shifted the tax rate to raise the CIP tax rate. the maximum shift for Mashpee would be 150%
2. The second issue is Open Space discount. This option would have very little effect in Mashpee as these parcels are already greatly discounted.
3. The third issue is whether Mashpee should adopt a Small Commercial Exemption of up to 10% for owner-occupied properties assessed under 1 million dollars (\$1,000,000,000.)
4. The final issue is whether to adopt a Residential Exemption of up to 35% of the average assessed single family property. The option shifts the resident's burden from the domiciliary parcels onto higher valued domiciles and ALL non-domiciliary properties.

Moreover, this option increases the OVERALL residential tax burden, necessitates Additional yearly staffing and requires state mandated review of applications every (5) five years.



TOWN OF MASHPEE

ASSESSING DEPARTMENT

16 Great Neck Rd North, Mashpee MA 02649

Joseph Gibbons, MAA
Director of Assessing

(continued)

At its November 1, 2023 meeting, the Town of Mashpee Board of Assessors voted unanimously
To recommend the following:

1. To adopt a Residential Factor of "1", meaning no shifting of residential burden to commercial (CIP).
2. To not adopt an Open Space discount
3. To not adopt a Small Commercial Exemption
4. To recommend a Residential Exemption percentage of "No higher than 15%" if the residential Exemption is adopted by the Select Board. This is due to potential overlay deficits and the newness of the Residential Exemption in Mashpee FY2023.

Sample MOTION:

I move that the Town of Mashpee adopt a factor of "1" for all Classes of Property with NO discount for Open Space, No Small Commercial Exemption and A Residential Exemption no higher than 15%

CLASSIFICATION HEARING PRIMER:

- o SPLIT TAX RATE
- o OPEN SPACE DISCOUNT
- o RESIDENTIAL EXEMPTION
- o SMALL COMMERCIAL EXEMPTION

Classification of Property

Assessor must classify all real property according to its use as of each January 1st into one of four classes: Residential, Open Space, Commercial or Industrial.

Tax Levy Allocation

Municipalities decide annually within limits established by statute and the Department of Revenue (DOR) the percentage of the tax levy that will be paid by each class of real property owners and personal property owners. The decision is made after a public hearing.

THE CLASSIFICATION HEARING

Annual Hearing

Before the tax rate can be set, the selectmen must hold a public hearing each year to consider the tax rate options available to the municipality under property tax classification. The hearing is held after the assessors have determined final values and classified all properties and reported this information to the DOR. These values set the parameters for the options that the municipality may adopt.

Hearing Notice

Notice of the hearing must comply with the Open Meeting Law and any local charter, by-law or ordinance provisions. In addition, taxpayers must be notified of the hearing by a comprehensive public information release in a newspaper of general circulation in the community.

Role of the Selectmen

The selectmen conduct the classification hearing and vote on the available tax rate options. The vote may be taken at the hearing or at a later meeting.

TAX POLICY DECISIONS

Tax Policy Options

Municipalities have several options in distributing the tax levy among taxpayers under property tax classification. Use of these options results in multiple tax rates for different property classes because they change the components used to calculate the rate, i.e., the amount of the tax levy being paid by, or the assessed valuation of, the class. The total tax levy remain the same.

Single of Split Tax Rate?

Municipalities must decide whether (1) to tax all classes of property at their full and fair cash valuation share of the tax levy, which results in a single tax rate, or (2) to reduce the share of the tax levy paid by residential and open space property owners and shift those taxes to commercial, industrial and personal property taxpayers or vice versa, which results in a split tax rate.

Classification Exemption Options

Municipalities may also consider whether to allow (1) an open space discount, (2) a residential exemption, and (3) a small commercial exemption.

Levy Allocation

The selectmen must decide the percentages of the tax levy that each class of real property and personal property will bear. To do so, a residential factor is adopted.

The residential factor governs the percentage of the tax levy to be paid by Class One, Residential and Class Two, Open Space properties. The difference is shifted to Class Three, Commercial and Class Four, Industrial and Personal properties (CIP)

The adopted factor cannot be less than the Minimum Residential Factor (MRF) calculated by the DOR. The MRF represents the maximum shift allowed in the tax levy for the year and establishes the parameters for local decision-making.

Single Tax Rate

A residential factor of "1" results in the taxation of all property at the same rate. Each property class pays its full and fair cash valuation share of the tax levy. Example: If the value of all residential properties makeup 80 percent of the total assessed taxable valuation, residential taxpayers will pay 80 percent of the tax levy.

Split Tax Rate

A residential factor of less than '1' reduces the share of the tax levy paid by the Residential & Open Space classes and increases the share paid by the Commercial, Industrial & Personal Property classes. The result is two tax rates: one for Residential & Open Space properties and a second, higher rate for CIP properties. A factor greater than '1' may be adopted, which would have the opposite effect.

Basic Minimum Residential Factor Parameters:

1. Commercial, Industrial & Personal Property taxpayers cannot pay more than 150% of their Full and Fair Cash Value (FFCV) share of the tax levy (single rate share).
2. Residential & Open Space taxpayers must pay at least 65% of their Full and Fair Cash Value Share of the levy.

RESIDENTIAL EXEMPTION

The selectmen may grant a residential exemption for all Class One, Residential properties that are the principal residence of the taxpayer on January 1. The only validation for proof of residence provided by law is a copy of the resident's tax return.

Amount

The exemption may not exceed 35 percent of the average assessed value of all Class One, Residential properties. To calculate the exemption, the assessors first determine the average assessed value of all residential parcels. The adopted percentage is applied to this amount. The assessors must then determine which properties qualify for the exemption. (This step can take upwards of six months and is critical to avoid violating Prop 2 ½). The assessed valuation of each residential parcel that is the primary residence of the taxpayer is then reduced by the same amount.

Impact on the Tax Rate

Adopting a residential exemption increases the residential tax rate. The amount of the tax levy paid by the class remains the same, but because of the exempted valuation, it is distributed over less assessed value. The higher rate creates a shift within the class that reduces the taxes paid by homeowners with moderately valued properties, second home and full time residents with higher valued homes.

SMALL COMMERCIAL EXEMPTION

The selectman may grant a small commercial exemption to all Class Three, Commercial properties that are occupied by businesses with an average annual employment of no more than 10 people and an assessed valuation of less than \$1,000,000,000.

Amount

The exemption may not exceed 10 percent of the assessed value of each eligible Class Three, Commercial property.

Eligible Businesses

For a business to qualify, the director of the Department of Workforce Development must certify that the business had an average annual employment of 10 or fewer people at all locations during the preceding calendar year. By July 1 of each year, the Director provides assessors with a list of businesses that met that employment criterion. If a sole proprietorship or partnership does not appear on the certified list, the assessors may separately determine whether it met the employment criterion for the preceding calendar year.

Impact on Tax Rate

Adopting a small commercial exemption increases either the commercial and industrial tax rates (if a split rate is adopted) or the overall tax rate if there is no split rate. The amount of the tax levy paid by those two classes remains the same, but because of the exempted valuation, it is distributed over the less assessed value.

This higher rate creates a shift that reduces the taxes paid by owners of properties occupied by small businesses and shifts them to larger commercial and industrial taxpayers. This exemption tends to benefit property owners (landlords) and not the small business owners themselves who often don't own the real estate.

Town of Mashpee Single Family Home Values
State Class 101

Fiscal Year	Parcel Count	Average Value	% Change
2024	7,257 \$	899,503	16.76%
2023	7,204 \$	770,395	20.10%
2022	7,127 \$	641,465	13.94%
2021	7,064 \$	562,989	3.88%
2020	7,036 \$	541,976	3.25%
2019	6,986 \$	524,902	3.12%
2018	6,961 \$	509,020	4.75%
2017	6,929 \$	485,960	3.80%
2016	6,887 \$	468,148	1.56%
2015	6,867 \$	460,974	3.53%
2014	6,847 \$	445,257	N/A

**TOWN OF MASHPEE NEW GROWTH
HISTORICAL**

FISCAL	Value	TAX DOLLARS
2024	\$106,433,210	\$ 745,421.00
2023	\$100,236,500	\$ 804,899.00
2022	\$91,686,620	\$ 816,928.00
2021	\$60,804,480	\$ 544,808.00
2020	\$85,977,000	\$ 766,914.00
2019	\$87,666,396	\$ 781,985.00
2018	\$76,394,180	\$ 693,660.00
2017	\$81,370,166	\$ 738,841.00
2016	\$81,208,382	\$ 739,809.00
2015	\$60,661,406	\$ 558,085.00

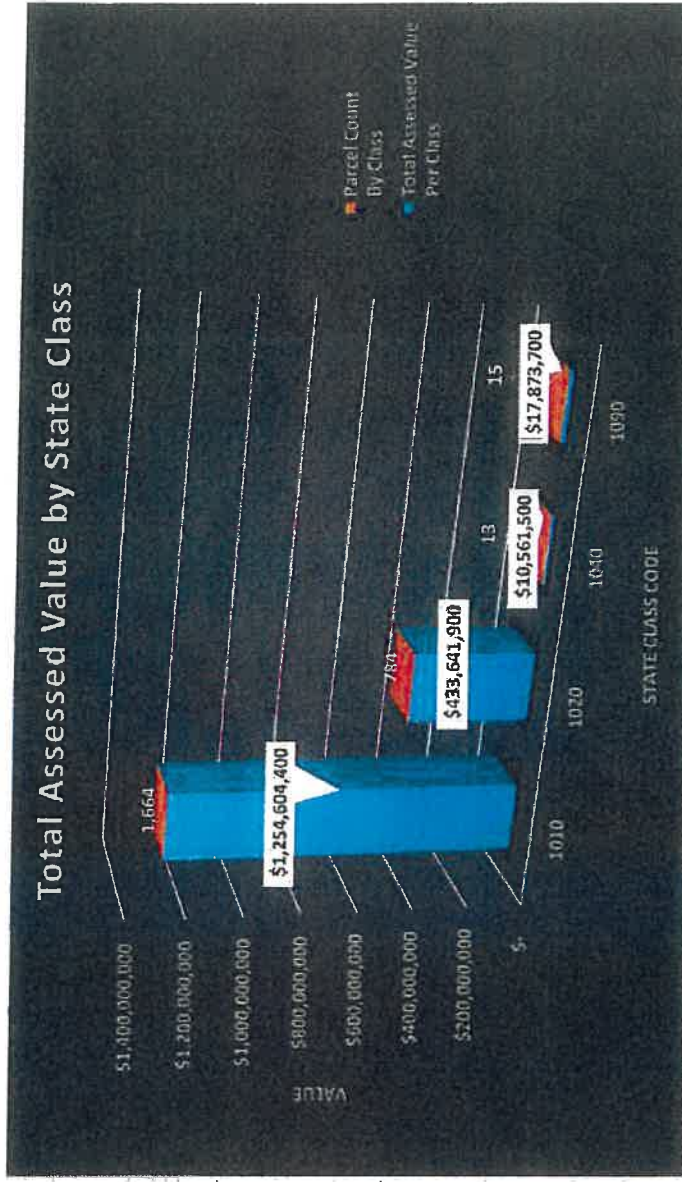
Pre-Qualified Residential Exemption Applicants

State Class

State Class	Total Assessed Value Per Class	Parcel Count By Class
1010	\$ 1,254,604,400	1,664
1020	\$ 433,641,900	784
1040	\$ 10,561,500	13
1090	\$ 17,873,700	15
Grand Total	\$ 1,716,681,500	2,476

State Class Code

101 : Single Family Residential
 102 : Residential Condominium
 104 : Two Family Residential
 109 : Multiple Home Residential



Residential Exemption Options

Percentage (%)	Exempted Value (\$)	Tax Rate (\$)	Tax Exempted Amount
5	\$ 38,617	\$ 6.28	\$ 242.51
10	\$ 77,234	\$ 6.35	\$ 490.44
15	\$ 115,850	\$ 6.43	\$ 744.92
20	\$ 154,466	\$ 6.50	\$ 1,004.03
25	\$ 193,083	\$ 6.58	\$ 1,270.49
30	\$ 231,699	\$ 6.66	\$ 1,543.12
35	\$ 270,316	\$ 6.74	\$ 1,821.93

Proposed single natural tax rate = \$6.21

Waquoit Bay Nitrogen Load Allocation Intermunicipal Agreement Between The Towns of Falmouth, Mashpee, and Sandwich

This Intermunicipal Agreement ("Agreement") is entered into as of February xx, 2022 (the "Effective Date") by and among the Towns of Falmouth, Mashpee, and Sandwich, each one a municipal corporation acting through their respective chief executive officers (collectively, with their successors and assigns, the "Parties").

RECITALS

WHEREAS, municipalities are authorized in accordance with G.L. c. 40, §4A to enter into intermunicipal agreements for the purpose of performing jointly, or on behalf of each other, activities or undertakings which any of the municipalities are authorized by law to perform; and

WHEREAS, Falmouth, Mashpee and Sandwich have been authorized to enter into this Agreement as evidenced by the execution of this Agreement by their respective Select Boards; and

WHEREAS, the Commonwealth of Massachusetts has, pursuant to the Federal Clean Water Act §208(b) (3) and 40 C.F.R. 130.6(e), prepared and certified the Cape Cod Water Quality Management Plan Update ("208 Plan Update") developed by the Cape Cod Commission, which was certified by the Governor of the Commonwealth on June 10, 2015, and submitted to the United States Environmental Protection Agency, Region 1 ("USEPA"); and

WHEREAS, USEPA approved the 208 Plan Update on September 15, 2015; and

WHEREAS, Section 2A of Chapter 259 of the Acts of 2014 requires MassDEP "to develop a watershed permitting approach to address and optimize nitrogen management measures intended to restore water quality to meet applicable water quality standards in watersheds included in an approved area wide nitrogen management plan developed pursuant to section 208 of the federal Clean Water Act," and

WHEREAS, the 208 Plan Update includes a number of recommendations for improving water quality in the estuaries and embayments on Cape Cod; and

WHEREAS, the estuaries and embayments of the Waquoit Bay system have experienced greatly increased anthropogenic loads of nitrogen delivered to the water through surface and groundwater sources from the increasingly developed watershed, and that this increase in nitrogen has increased the rate of eutrophication of the waters causing adverse aesthetic, water quality and habitat impacts that result in violation of state water quality standards, all as documented in the Massachusetts Estuary Project ("MEP") report entitled, "Linked Watershed-Embayment Approach to Determine Critical Nitrogen Loading

Thresholds for the Waquoit Bay and Eel Pond Embayment System Towns of Falmouth and Mashpee, Massachusetts, March, 2013.", and

WHEREAS, Mashpee, Falmouth, and Sandwich recognize that increased nitrogen loads to the embayment come from surface and groundwater sources in the watershed shared by the Parties; and

WHEREAS, the Massachusetts Department of Environmental Protection (MassDEP) has developed and the USEPA has approved the Total Maximum Daily Load (TMDL) limitations for nitrogen discharges to the Bay;

WHEREAS, the Parties agree that wastewater, fertilizer, and stormwater are the prime source of controllable nitrogen causing impairment of the embayment and that, as a result, a joint effort is required to restore and protect beneficial uses and aquatic resources of the Bay and its tributaries; and

NOW, THEREFORE, in consideration of the promises and mutual benefits to be derived by the Parties hereto, the Parties agree as follows:

1. The Parties agree that the most cost-effective means in terms of total cost, of meeting the TMDL requirements and attaining water quality and beneficial use goals may be a regional, watershed-based approach to mitigate the nitrogen at locations within the watershed where the contributing loads are the greatest and the methods useful for nitrogen reduction are the most effective.

2. Each Party will continue to develop and/or implement its own MassDEP approved CWMP or Targeted Watershed Management Plan, but shall include in their respective plan, if appropriate, any joint efforts undertaken by the Parties pursuant to this Agreement.

3. As the Party having the largest allocated load of nitrogen, Town of Falmouth shall serve as the fiscal agent under this Agreement and, as such, shall receive, hold, and expend any funds appropriated by the Parties for joint actions required in the implementation of this Agreement. Unless otherwise provided, capital projects undertaken individually by any one of the Parties pursuant to an approved CWMP or Targeted Watershed Management Plan shall be the sole responsibility of that Party. On June 30th of each Fiscal Year during the term of this Agreement, Falmouth shall provide an accounting of the expenditure of funds as the fiscal agent. Any Party to this Agreement may request that Falmouth include an audit of the funds held under this Agreement as part of Falmouth's regular annual audit.

4. The Parties hereby establish a Waquoit Bay Watershed Working Group ("Working Group"), comprised of three members from each Town. The three members from each Town shall consist of a member of the Board of Selectmen from each town, the Town Manager from each Town or his designee, and a technical representative appointed by the Town Manager in each Town. Appointments shall be made in accordance with any

applicable local Charter and bylaw provisions. The purposes of the Working Group will be to:

- a. Administer the day-to-day joint activities of the Parties under this Agreement;
- b. Share or develop engineering and economic studies and evaluations to define means of meeting the Parties' respective nitrogen reduction targets and to develop cost-performance relationships that define most cost-effective technologies and practices for the removal of nitrogen;
- c. The Working Group has no authority to bind one or more of the Parties. Its role shall be solely administrative in nature and to make recommendations to the Parties for actions required to implement such recommendations. The incurrence of any obligation under this Agreement by any Party shall be subject to the approval of the chief executive officer of each Party and the legislative body, if required, to implement such recommendations.

The Working Group shall be considered a public body subject to the Open Meeting Law. As the fiscal agent, Falmouth shall be responsible for posting meetings as well as preparing and distributing meeting minutes.

5. The Parties have determined that it is in their mutual best interests to establish a nitrogen allocation formula for the purpose of allocating certain costs in a fair and reasonable manner. The parties believe that the watershed permitting responsibilities should be allocated on the basis of unattenuated and attenuated nitrogen loadings. Unattenuated loads consist of the nitrogen load from the watershed contributed by septic systems, wastewater effluent, fertilizer application, storm water runoff, golf course operations, landfill activities, and natural sources. Attenuated loads are the nitrogen loadings that reach Waquoit Bay after natural attenuation in wetlands, ponds or streams, as measured at the Sentinel Testing Station. The Technical Memorandum, attached hereto as Attachment A, sets forth the technical basis agreed to by the parties for establishing the nitrogen loading allocation formulas for both unattenuated and attenuated loads as follows:

	Unattenuated	Attenuated
Falmouth	43%	50%
Mashpee	45%	44%
Sandwich	12%	6%
Total	100%	100%

The unattenuated load percentages will be used to calculate each Party's responsibility for TMDL compliance and for the tracking and accounting of implementation measures. The attenuated load percentages will be used to calculate watershed-based shared expenses including administrative costs, sentinel station monitoring costs, MEP confirmatory model runs, and such other watershed-based costs that the Parties may agree to in the future.

The allocation formula shall be reviewed every five years and will be adjusted based on any revisions to the TMDL or in accordance with a revised formula that the Towns mutually determine to be appropriate.

6. The Parties agree to adopt a fair and practical methodology for implementing the most cost-effective watershed-wide approach, in order to comply with any permits issued by MassDEP, and to share on a fair and equitable basis the capital, operating, administrative, legal, operational, and other ancillary costs associated with a regional, watershed-based wastewater and/or nutrient management system. The Towns further agree to individually fund those measures expected to achieve control of their respective share of the load identified in Paragraph 5 above unless they mutually agree to joint efforts to mitigate nitrogen.

7. The Parties agree to develop, if deemed mutually beneficial based on comparison of other wastewater management options of each Town, a fair and practical methodology for a reasonable nitrogen trading mechanism, including metrics for determining a nitrogen credit trading "currency" in terms of dollars per pound or other trading metric, as a means to implement a watershed-based plan.

8. The Parties agree to adopt, as a fair and practical methodology for monitoring the water quality of the watershed following the implementation of regional, watershed-based wastewater and/or nutrient management approaches, and the allocation of costs as agreed to in Paragraph 5 above.

9. Each Party shall cooperate with the other Parties and other entities as appropriate to identify, apply for, secure, manage and fairly allocate federal, state and other funding sources, as such may become available, to finance the planning and implementation of any multi-town or regional nutrient management plans resulting from the cooperative efforts of the Parties under this Agreement.

10. Effective Date of Agreement — The effective date of this Agreement shall be the date upon which this Agreement is entered into as first written above.

11. Term of Agreement — Pursuant to G.L. c. 40, §A, the maximum term of this Agreement shall be 25 years.

Notwithstanding the foregoing, this Agreement will be reassessed at intervals of five years, or, if more stringent, and may be modified by mutual agreement of the Parties through an amendment of this Agreement, if necessary, to achieve permit renewal and compliance.

12. Termination — This Agreement may be terminated by any one Party upon sixty (60) days notice to the other Parties.

13. Dispute Resolution — In the event of a dispute arising out of or in relation to the terms of this Agreement, representatives of the Parties shall meet and endeavor to settle the dispute in an amicable manner through mutual consultation. If such persons are unable

to resolve the dispute in a satisfactory manner within thirty (30) calendar days, either party may seek assistance of an independent third party, mutually-agreeable to both or all Parties.

14. Assignment - Any Party may assign to another governmental entity established for the purpose of addressing wastewater issues in the Town the responsibility in whole or in part for implementing the watershed permitting activities contemplated in the Agreement.

15. Amendment of this Agreement — This Agreement may be changed or modified through a mutually agreed upon written Amendment executed by each and all of the Parties to this Agreement. Any Amendment shall be attached to and shall become part of this Agreement.

16. Mutual Indemnification — Each party to this Agreement shall hold harmless each and all other Parties to this Agreement, their officers, agents, consultants, employees and assigns for all liability arising out of the activities under this Agreement.

17. Subject to Appropriation — The obligations of each of the Parties shall be subject to appropriation and the availability of funds.

18. No Remuneration — Parties to this Agreement shall be solely responsible for any and all costs incurred by themselves, their agents, their employees, committee members, consultants or other persons or entities resulting from activities undertaken pursuant to this Agreement.

19. Governance — This Agreement shall be governed by, construed under and enforced in accordance with the laws of the Commonwealth of Massachusetts.

20. Severability — If any provision of this Agreement is determined to be illegal, unenforceable, or void, then all Parties shall be relieved of their obligations under that provision, provided, however, that the remainder of the Agreement shall remain in full effect.

21. Entire Agreement - This Agreement constitutes the entire agreement between the Parties.

IN WITNESS THEREOF, the Parties hereto have executed this Agreement as of the first date written above.

Town of Mashpee
By its Select Board

Town of Falmouth
By its Select Board

Town of Sandwich,
By its Select Board

ATTACHMENT A



TOWN OF MASHPEE


OFFICE OF THE SELECT BOARD

16 Great Neck Road North
Mashpee, Massachusetts 02649
Telephone – (508) 539-1401
bos@mashpeema.gov

MEMORANDUM

Date: November 8, 2023

To: Rodney C. Collins, Town Manager and
Honorable Members of the Select Board

From: Stephanie A. Coleman, Administrative Secretary 

Re: Board, Committee and Commission: **Appointments** *Resignations*

Description

Discussion of the following resignations:

- Mashpee Community Garden Advisory Committee: Virginia Scharfenberg, term expires June 30, 2024
- Council on Aging: Merrill Blum, term expires June 30, 2026
- Americans with Disabilities Act Committee: Merrill Blum, term expires June 30, 2024

Attached are the letters of resignation submitted to the Select Board Office.

September 28, 2023

Mashpee Select Board
Mashpee Town Hall
16 Great Neck Road North
Mashpee, MA 02649

Please be advised that I have resigned from the Mashpee Community Garden Advisory Committee board of directors, effective September 20, 2023 since we are moving to Connecticut. Vice President Kirsten Nordstrom will replace me as President.

It has been a pleasure helping to restore the community garden and oversee its expansion with the help of Community Preservation Act funding and all of our active volunteers. I will miss Mashpee!

Ginny

Virginia Scharfenberg

From: Kimberly Landry <klandry@mashpeeema.gov>
Sent: Monday, November 6, 2023 8:49 AM
To: Terrie Cook <tmcook@mashpeeema.gov>
Subject: Fw: Resignation

FYI.

Kimberly A. Landry | Human Resources Director
Human Resources Department, Town of Mashpee
16 Great Neck Road North, Mashpee, MA 02649
P: 508-539-1400 ext. 8515 | F: 508-477-0497

From: MERRILL BLUM
Sent: Monday, November 6, 2023 5:50 AM
To: Kimberly Landry <klandry@mashpeeema.gov>
Subject: Resignation

Attention!: : Links contained herein may not be what they appear to be. Please verify the link before clicking! Ask IT if you're not sure.

Dear MS Landry,

Please accept this as my letter of resignation from the following Town of Mashpee board and committees.

- . Mashpee ADA Committee ☆
- . Mashpee Council on Aging ☆
- . Mashpee Senior Center Veterans Social

Resignation to be effective immediately.

Sincerely,

Merrill Blum



TOWN OF MASHPEE


OFFICE OF THE SELECT BOARD

16 Great Neck Road North
Mashpee, Massachusetts 02649
Telephone – (508) 539-1401
bos@mashpeema.gov

MEMORANDUM

Date: November 8, 2023

To: Rodney C. Collins, Town Manager and
Honorable Members of the Select Board

From: Stephanie A. Coleman, Administrative Secretary 

Re: Board, Committee and Commission: Appointments

Description

Interview, Discussion and Approval of the Following *Appointments*:

- Council on Aging: *Christine Perrault - Member at Large (Term Expires June 30, 2026)*
- Mashpee Historical Commission: *Leonard C. Pocknett - Member at Large (Term Expires June 30, 2024)*
- The Environmental Oversight Committee: *Alexandra Zollo – Member at Large (Term Expires June 30, 2024)*

Attached are the recommendations for appointment and letters of interest for each candidate.

10/18/23

We met with Ed Reposa and Christine Renault today. Attached are the Preliminary Evaluation Forms. The Council on Aging voted 6 to 1 to recommend the appointment of Christine Renault.

September 8, 2023
Select Board Office
Mashpee Town Hall
16 Great Neck Road North
Mashpee, MA. 02649

Dear Select Board,

I understand there is an opening for a Board position with the Mashpee Council on Aging. I invite you to review my resume which will speak to my skills, education and volunteer work in the community.

I have been leading an Osteoporosis Exercise Class at the Center for over a year and work with a great group of men and women.

I would very much enjoy furthering my association with the Center by securing a seat on the Board.

Thank you for your time and consideration.

Sincerely,

Christine A. Perrault

CHRISTINE A. PERRAULT, MSN, RN-BC, CDP

Mashpee, MA 02649

PROFILE

32 years of proven success in nurse management and health care systems
Strong background in quality management and quality assurance practices
Adept at ensuring and maintaining interdepartmental communications at JML Care Center
Computer literate with experience using Word, PowerPoint and Excel applications
Owner and President Wellness Together... A Path to Healthy Aging

SKILLS

Data Collection (tracking, trending, analysis)
Evaluating Cost Effective Outcomes
Strong leadership skills
Performance Improvement Measures
Management and Leadership
Program and Client Assessment
Patient Safety Strategies
Inception and Managing of small company

LICENSURE

Board Certified Gerontological Nurse, American Nurses Credentialing Center (RNBC)
Licensed Registered Nurse, State of Massachusetts (active); State of Rhode Island (inactive)
Certified Dementia Nurse Practitioner (NCDP)
Certified Health and Wellness Coach (AFPA)

EDUCATION

University of Massachusetts, Dartmouth, MA
Master of Science in Nursing – Advanced Practice in Community Health (1998)
Graduated with honors: Member, Sigma Theta Tau International Honor Society of Nursing

St. Joseph's College External Degree Program, Windham, ME
BSPA degree with a concentration in Psychology (1992)
Awarded St. Joseph's College Grant for timely completion of required curriculum (1990)

St. Joseph's Hospital School of Nursing, Providence, RI
Awarded Diploma - Nursing Program (1970)

PROFESSIONAL DEVELOPMENT

Gerontological Nurse Certification, ANCC
Certified Dementia Practitioner (CDP), NCCDP
Health and Wellness Coach (AFPA)

AFFILIATION

Sigma Theta Tau Honor Society of Nursing
St. Joseph's Hospital School of Nursing Alumni Association
Board of Trustee's Member, Deer Crossing, Mashpee, MA.
Volunteer Cotuit Center for the Arts

EMPLOYMENT HISTORY

Wellness Together... A Path to Healthy Aging (2020- present)
Administrator and Owner

Bayada Home Health, Falmouth (2015- 2018)

RN Case Manager
RN Per Diem, Field Nurse

JML CARE CENTER, INC., Falmouth, MA. (1998-2015)

Infection Control Preventionist (2005-2015)

Track, trend and analyze patient data, ensuring quality improvement and positive outcomes
Oversee all aspects of infection control program
Cape Cod Health Care Corporate Infection Control Committee Member

Quality Improvement Director (2005-2015)

Track, trend and analyze patient data related to quality measures and improvement
Oversee all aspects of the quality program, ensuring positive patient outcomes
Monitor and evaluate current nursing policies to align with evidence-based nursing guidelines
Write/update nursing policies as required
Evaluate current nursing process for improvement and patient safety

Director of Staff Education & Development (2005-2015)

Coordinate, implement and evaluate all aspects of staff education
Oversee all aspects of patient education related to healthcare needs and positive outcomes

Internal Nurse Clinical Case Manager (2000-2015)

Coordinated delivery of services to residents
Monitored and documented the cost effectiveness of treatment
Facilitated and coordinated the admission and discharge process
Served as the resident and family advocate
Liaison to insurance and medical management professionals
Ensured coordination of care and appropriate level of care
Participated in all Medicare and managed care evaluations for appropriateness

External Case Manager / Liaison Nurse to Falmouth Hospital (1998-2000)

Coordinated pre-admissions, ensuring clients met Medicare requirements

Clinical/Medical Services, Internist Office— North Falmouth (1985-1994)

Earlier work history available upon request.

*NSO/wellness coach
osteopex
instructor*

PRELIMINARY EVALUATION FORM

Candidate: Christine Pettault

Board/Committee/Commission/Council: Council on Aging

Interview Date: 10/18/23 Evaluator: Sherry Norman

Did the candidate appear available for scheduled meetings?

☒ YES

☐ NO

Did the candidate appear knowledgeable on role/responsibilities?

☒ YES

☐ NO

Did the candidate appear competent and qualified to serve?

☒ YES

☐ NO

Comments/Observations:

lots of experience working
with seniors

Current volunteer - osteopex instructor
Did homework - reviewed mission
of COAs

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Signature

Sherry Norman

PRELIMINARY EVALUATION FORM

Candidate: Christine Pertault

Board/Committee/Commission/Council: Council on Aging

Interview Date: 10/18/23 Evaluator: Michael Murphy

Did the candidate appear available for scheduled meetings? YES [] NO [☒]

Did the candidate appear knowledgeable on role/responsibilities? YES [] NO [☒]

Did the candidate appear competent and qualified to serve? YES [☒] NO []

Comments/Observations:

Candidate did not seem to care
if he was chosen.

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: _____

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Signature

[Signature]

PRELIMINARY EVALUATION FORM

Candidate: Christine Perrault

Board/Committee/Commission/Council: Council on Aging

Interview Date: 10/18/23 Evaluator: Merrill Blum

Did the candidate appear available for scheduled meetings? YES [☒] NO [☐]

Did the candidate appear knowledgeable on role/responsibilities? YES [☒] NO [☐]

Did the candidate appear competent and qualified to serve? YES [☒] NO [☐]

Comments/Observations:

CANDIDATE, IMMINENTLY QUALIFIED WITH A
NUMBER OF YEARS EXPERIENCE AS A
THERAPIST, NURSE, & HEARD DEALING WITH
SENIORS

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Merrill Blum
Signature

PRELIMINARY EVALUATION FORM

Candidate: Christine Perrault

Board/Committee/Commission/Council: Council on Aging

Interview Date: 10/18/23 Evaluator: Colleen Meehan

Did the candidate appear available for scheduled meetings? YES [☒] NO [☐]

Did the candidate appear knowledgeable on role/responsibilities? YES [☒] NO [☐]

Did the candidate appear competent and qualified to serve? YES [☒] NO [☐]

Comments/Observations:

Christine is an exceptional candidate.

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Colleen A Meehan 10/18/23
Signature

PRELIMINARY EVALUATION FORM

Candidate: Christine Berrault

Board/Committee/Commission/Council: Council on Aging

Interview Date: 10/18/23 Evaluator: David Ege

Did the candidate appear available for scheduled meetings? YES [☒] NO [☐]

Did the candidate appear knowledgeable on role/responsibilities? YES [☒] NO [☐]

Did the candidate appear competent and qualified to serve? YES [☒] NO [☐]

Comments/Observations:

Active volunteer. Brings a lot to the
table. Has good ideas and wants to do more.

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Signature

PRELIMINARY EVALUATION FORM

Candidate: Christine Perrault

Board/Committee/Commission/Council: Council on Aging

Interview Date: 10/18/23 Evaluator: Ron Meyerowitz

Did the candidate appear available for scheduled meetings? YES [☒] NO [☐]

Did the candidate appear knowledgeable on role/responsibilities? YES [☒] NO [☐]

Did the candidate appear competent and qualified to serve? YES [☒] NO [☐]

Comments/Observations:

was very interested in working w/seniors.
Has a vast history of working w/seniors
in many ways. Very comfortable in front
of a group.

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5 *RPM*

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Ron Meyerowitz
Signature

To: Mashpee Select Board

From: Ava Costello

Chair, Mashpee Historical Commission 

Subject: Appointment of Leonard C. Pocknett to MHC

Date: October 18, 2023

On October 12, 2023, the Mashpee Historical Commission interviewed Leonard C. Pocknett for the open seat on the Mashpee Historical Commission. All members attending the meeting asked Mr. Pocknett their questions and received positive feedback from Mr. Pocknett. After the interview each member filled out the required evaluation form. The Commission also voted unanimously to advance Mr. Pocknett for your consideration. One Commissioner was not able to attend the meeting due to a family issue but he was the individual who initially recommended Mr. Pocknett to the MHC.

Enclosed is a copy of Leonard Pocknett's resume and the completed evaluation forms.

The Mashpee Historical Commission thanks you for consideration of this matter and awaits your decision regarding the appointment.

Note: I will be out of town until November 6, 2023. If you have any questions regarding this interview and/or candidate please contact Richard DeSorgher.

From:

Sent: Thursday, June 22, 2023 9:18 AM

To: Terrie Cook <tmcook@mashpeeema.gov>

Subject: Mashpee Historical Commission Vacancy

Attention!: : Links contained herein may not be what they appear to be. Please verify the link before clicking! Ask IT if you're not sure.

Dear Chairman Cotton,

Please consider me for the open position on the Mashpee Historical Commission.

Thank you.

Leonard C. Pocknett

Mashpee, MA 02649

Leonard C. Pocknett

Mashpee, MA 02649

Objective:

Mashpee Historical Commission, volunteer

Experience:

Massachusetts National Cemetery

Caretaker (20 yrs.) retired

U.S. Census

Assistant Manager of Office Operations (2 yrs)

United States Postal Service

Letter Carrier (20 yrs)

Education:

Lawrence High School, Falmouth MA (Graduate 1962)

Military:

U.S. Army (honorable discharge 1965)

Skills:

Mashpee Television, Host of First Americans, First Perspective

Former board member of the Mashpee Wampanoag Tribal Council

Native Representative, Cape Cod Commission

PRELIMINARY EVALUATION
FORM

Candidate: Leonard Pocknett

Board/Committee/Commission/Council: Mashpee Historical Commission

Interview Date: 10/12/23 Evaluator: Ava Castello

Did the candidate appear available for scheduled meetings? ☒ YES] NO []

Did the candidate appear knowledgeable on role/
responsibilities? ☒ YES] NO []

Did the candidate appear competent and qualified to
serve? ☒ YES] NO []

Comments/Observations:

*Strong tie and history to Mashpee and
Wampanoag Tribe. His voice and perspective,
will add greatly to the work of MHC.*

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially
evaluating the candidate's performance in the initial interview.

Signature

Ava Castello

**PRELIMINARY EVALUATION
FORM**

Candidate: LENNY ROCKWELL
Board/Committee/Commission/Council: HISTORICAL COMMISSION
Interview Date: OCT 13, 2023 Evaluator: Richard DeSorgher

Did the candidate appear available for scheduled meetings? YES ☒ NO ☐

Did the candidate appear knowledgeable on role/responsibilities? YES ☒ NO ☐

Did the candidate appear competent and qualified to serve? YES ☒ NO ☐

Comments/Observations:

Lenny would be A great Asset to The Commission!

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Signature

**PRELIMINARY EVALUATION
FORM**

Candidate:

Board/Committee/Commission/Council:

Interview Date:

October 14, 2013

Evaluator:

Rosemary Burns Love

Did the candidate appear available for scheduled meetings?

YES ☒]
NO ☐]

NO ☐]

Did the candidate appear knowledgeable on role/responsibilities?

YES ☒]
NO ☐]

NO ☐]

Did the candidate appear competent and qualified to serve?

YES ☒]
NO ☐]

NO ☐]

Comments/Observations:

It is important to have representation on the Mashpee Historical Commission with both early and contemporary knowledge of Mashpee.

Leonard C. Packer has a long list of Mashpee ancestry. He was born and grew up in Mashpee. I recommend Leonard C. Packer highly.

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is:

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Signature

Rosemary Burns Love

PRELIMINARY EVALUATION
FORM

Candidate: LENNY ROCKWELL

Board/Committee/Commission/Council: HISTORICAL COMMISSION

Interview Date: OCT 13, 2023 Evaluator: JOAN AVANT

Did the candidate appear available for scheduled meetings? YES ☒] NO ☐]

Did the candidate appear knowledgeable on role/responsibilities? YES ☒] NO ☐]

Did the candidate appear competent and qualified to serve? YES ☒] NO ☐]

Comments/Observations:

*Lenny is walking history for Tube and
Historical Commission*

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Signature

Joan Avant

PRELIMINARY EVALUATION
FORM

Candidate: Leonard Pocknett

Board/Committee/Commission/Council: Historical Commission

Interview Date: 10/12/2023 Evaluator: Nancy K Soderberg

Did the candidate appear available for scheduled meetings?

YES

NO []

Did the candidate appear knowledgeable on role/
responsibilities?

YES

NO []

Did the candidate appear competent and qualified to
serve?

YES

NO []

Comments/Observations:

Mr. Pocknett is life-time resident with deep personal
and family interest in Maskepa's rich community and
evolution of the town population, ethnicity, role in the
history of the town, society and colonies. Very professional
demeanor and perspective.

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially
evaluating the candidate's performance in the initial interview.

Signature

Nancy K Soderberg

November 12th 2023

John Cotton, Chair
Mashpee Selectboard
Town Hall
16 Great Neck Rd, North,
Mashpee, Ma 02649

Chair Cotton;

The Environmental Oversight Committee voted unanimously in favor to highly recommend the selectboard's appointment of Alex Gollo to the EOC.

I've attached the original copies of the votes through the "Preliminary Evaluation Forms" from the five members.

Recommendation (1-5)	Totals
Highly Recommend	25
Recommend	0
Not Recommend	0

David Weedern
Chair EOC

Alexandra Zollo

September 19, 2023

Mashpee Selectboard
16 Great Neck Road North
Mashpee, MA 02649
United States

Dear Selectboard,

I am writing to express my interest in a position on The Environmental Oversight Committee (EOC). I currently serve as the Vice-chair of the Mashpee Conservation Commission and on our by-law review sub-committee.

In addition to my volunteer roles, my professional experiences with The 300 Committee Land Trust and The Town of Falmouth Conservation Department align well with the EOC's mission. I want to help identify gaps within our town's systems to better safeguard our natural resources. With the right methods and structure in place, Mashpee can identify and acquire strategic properties for open space. With all real estate transactions, time is of the essence, and with proactive outreach and planning, we can create partnerships to leverage state and local funding sources.

I hope that by serving on this committee, I can provide guidance and problem-solving for addressing the problems impacting our ecosystems and the state of our waters.

Thank you for your consideration.

Sincerely,

Alexandra Zollo

Alexandra Zollo

Mashpee, MA 02649

Work Experience

The 300 Committee Land Trust, Inc., Falmouth, MA

June 2017 – Present

Director of Stewardship: Works closely with the Executive Director and the Director of Program Services. Supports the Stewardship Committee to determine, fulfill and fund land management objectives for over 2500 acres. Responsible for planning and coordinating stewardship projects with town, local and state organizations, directing 100+ volunteers and overseeing the upkeep of local trails and properties. Proficient in grant writing, volunteer project creation and management, social media outreach, community and relationship building. Related activities and responsibilities include:

- Board and Committee Support
- Strategic Planning
- Project Design and Management
- Newsletter Design and Creation
- Website Management
- Tracking for Compliance, Hours, and Engagement

Town of Falmouth, Falmouth, MA

July 2012 – June 2017

Conservation Commission and Marine and Environmental Services (7/2014 – 6/2017)

Land Management Technician: Developed and implemented land management initiatives for Town properties. Conducted site visits to ensure compliance with wetland protections laws and decisions issued by the Conservation Commission. Collaborated with local groups and volunteers. Oversaw AmeriCorps Service Member projects.

Marine and Environmental Services (6/2012 – 7/2014)

Animal Control Officer: Worked with the public to ensure humane assistance with domestic animals and wildlife issues. Enforced state and local by-laws and managed volunteers.

Other Relevant Experience

Mashpee Conservation Commission, Mashpee MA

March 2021 – Present

Vice Chairman: Regulatory board member charged with the protection of the community's natural resources. Member of the By-law Review Sub Committee.

June 2021 - Present

Barnstable High School Environmental Science & Technology Program Advisory Committee,

Barnstable MA Committee Member: Advises staff for the Environmental Science and Technology vocational program at Barnstable High School.

Cape Cod Curling Club, Falmouth, MA

April 2018 – April 2021

Member of the Board of Directors: The Curling Club is a volunteer run 501c3. Supporting over 300 members, the club offers physical, social and educational opportunities for all ages to learn and enjoy the sport of curling.

Calm Yoga Studio, Falmouth, MA

September 2017 – 2020

Yoga Instructor: Lead weekly classes for mindfulness, centering and increased flexibility.

Degrees & Continuing Education

Harvard University Extension School, Cambridge, MA

Pursuing a Project Management Graduate Certificate, courses taken include:

- Leadership Communications
- Project Management

**Fall 2022
Spring 2023**

- Applied Systems Thinking and Design Fall 2023

Westfield State University, Westfield, MA 2008 – 2010
B.S. in Movement Science with a concentration in Wilderness Leadership

Cape Cod Community College, Step-by-Step Social Media Marketing Course, Cape Cod
January 2021

Institute for Nonprofit Practice, Core Certificate Program, Cape Cod September 2019 – April 2020

MA Association for Conservation Commissions, Fundamental Training Courses
2017 - Present

- Unit 102 -The Wetlands Protection Act: Fundamentals, Process and Procedures
- Unit 104- Wetland Functions and Values
- Unit 105- Writing Effective Orders of Conditions
- Unit 203- Open Space Planning and Protection Techniques

NOAA Coastal Services Center, Project Design and Evaluation Course 2016

Community College of Rhode Island, Grant Writing Proficiency Course 2013

Awards & Interests

Participant in The Keystone Project by UMass Amherst, Spring 2023
Training at the Harvard Forest for competitively selected land owners, managers and community leaders in Massachusetts focused on forest ecology, stewardship, wildlife management, natural climate solutions and land protection.

Participant in Community Planning Sessions for Mashpees Comprehensive Plan Fall 2022

Commencement Speaker, AmeriCorps Cape Cod 2019

Service Partner of the Year, AmeriCorps Cape Cod 2016-2017

Further Interests:

Reading/Writing, Raising Chickens, Cycling, Painting, Plant Based Eating, Camping, Curling, Aspiring Birder

PRELIMINARY EVALUATION FORM

Candidate: Alex Zollo

Board/Committee/Commission/Council: _____

Interview Date: 10/30/23 Evaluator: D. W. Hedd

Did the candidate appear available for scheduled meetings? YES [☒] NO [☐]

Did the candidate appear knowledgeable on role/responsibilities? YES [☒] NO [☐]

Did the candidate appear competent and qualified to serve? YES [☒] NO [☐]

Comments/Observations:

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: (5) Total

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

D. W. Hedd
Signature

PRELIMINARY EVALUATION FORM

Candidate: Alex Zolke

Board/Committee/Commission/Council: EOC

Interview Date: 10-30 Evaluator: P. Colombo

Did the candidate appear available for scheduled meetings? YES [] NO []

Did the candidate appear knowledgeable on role/responsibilities? YES [] NO []

Did the candidate appear competent and qualified to serve? YES [] NO []

Comments/Observations:

Alex sound extremely qualified
for appointment to EOC.

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Paul Colombo
Signature

PRELIMINARY EVALUATION FORM

Candidate: Alet 20110

Board/Committee/Commission/Council: EOL

Interview Date: 10/30/23 Evaluator: Shana Vitelli

Did the candidate appear available for scheduled meetings? YES [☒] NO [☐]

Did the candidate appear knowledgeable on role/responsibilities? YES [☒] NO [☐]

Did the candidate appear competent and qualified to serve? YES [☒] NO [☐]

Comments/Observations:

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Shana Vitelli
Signature

PRELIMINARY EVALUATION FORM

Candidate: Alex Zollo

Board/Committee/Commission/Council: EOC

Interview Date: 10/30/23 Evaluator: A. Malone

Did the candidate appear available for scheduled meetings? YES [☒] NO [☐]

Did the candidate appear knowledgeable on role/responsibilities? YES [☒] NO [☐]

Did the candidate appear competent and qualified to serve? YES [☒] NO [☐]

Comments/Observations:

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: 5

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

A. Malone
Signature

PRELIMINARY EVALUATION FORM

Candidate: Alex Zolo

Board/Committee/Commission/Council: E.O.C

Interview Date: 10/30/23 Evaluator: Ashley Fisher

Did the candidate appear available for scheduled meetings? YES [☒] NO [☐]

Did the candidate appear knowledgeable on role/responsibilities? YES [☒] NO [☐]

Did the candidate appear competent and qualified to serve? YES [☒] NO [☐]

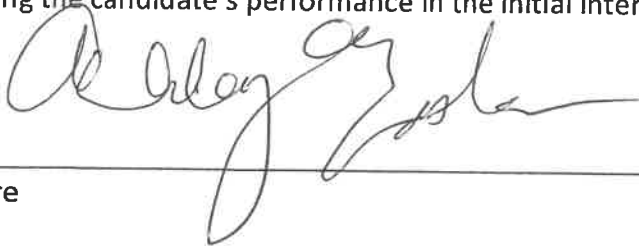
Comments/Observations:

Alex serves on Falmouth 300 committee
and Mashpee's con comm. Very
experienced in land acquisition and
wetlands act etc.

On 1-5 scale (5 the strongest and 1 the weakest) my rating of this candidate is: _____

I attest that this evaluation is true and accurate to my knowledge and belief after impartially evaluating the candidate's performance in the initial interview.

Signature



Terrie M. Cook
Administrative Assistant
(508) 539-1401
tmcook@mashpeema.gov



Office of the Town Manager
Mashpee Town Hall
16 Great Neck Road North
Mashpee, MA 02649

MEMORANDUM

TO: Town Manager Rodney C. Collins;
Chair John J. Cotton and the Honorable Members of the Select Board
FROM: Terrie Cook, Administrative Assistant
DATE: October 27, 2023
SUBJ: Proposed Select Board Meeting Schedule, January – June, 2024
SUBJECT TO CHANGE

Listed below are the proposed dates for the upcoming Select Board meetings, scheduled from **January through June 2024**.

See attached memo from the Town Clerk's office with regard to the busy election year in 2024 that will impact the use of the Waquoit Meeting Room for Select Board meetings.

There is one Tuesday meeting proposed on February 20, 2024 due to the need take action with regard to the Town Meeting warrant and President's Day Holiday is on Monday, February 19.

Unless otherwise noted, meetings will take place at Mashpee Town Hall in the Waquoit Meeting Room and will be televised.

Monday	January 8, 2024	6:30 p.m.
Monday	January 22, 2024	6:30 p.m.
Monday	February 12, 2024	6:30 p.m.
	Town Meeting Warrant Articles Due	
Tuesday	February 20, 2024	6:30 p.m.
Monday	March 11, 2024	6:30 p.m.
Monday	March 18, 2024	6:30 p.m.
	Execute Town Meeting Warrant	
Monday	April 1, 2024	6:30 p.m.
Monday	April 22, 2024	6:30 p.m.
Monday	May 6, 2024	6:00 p.m.
	Town Meeting, Mashpee High School	
Monday	May 20, 2024	6:30 p.m.
Monday	June 3, 2024	6:30 p.m.
Monday	June 24, 2024	6:30 p.m.

2024 Election Year - Impacting Meeting Room Availability

Jessica Kelley <jkelley@mashpeema.gov>

Mon 10/23/2023 1:37 PM

To: All Department Heads <AllDepartmentHeads@mashpeema.gov>; All Selectboard <allselectboard@mashpeema.gov>; Mary Ann Romero <mromero@mashpeema.gov>; Tamara Gray <TGray@mashpeema.gov>; Katherine Comeau <Kcomeau@mashpeema.gov>; Terrie Cook <tmcook@mashpeema.gov>; Stephanie Coleman <SColeman@mashpeema.gov>; Stacey Ducharme <sducharme@mashpeema.gov>; Sandra Pacheco <spacheco@mashpeema.gov>; Karyn Leslie <kleslie@mashpeema.gov>; Sheri Vinitsky <svinitsky@mpspk12.org>; Carolyn Thompson <CThompson@mashpeema.gov>; Susan Donovan <sdonovan@mashpeema.gov>; Bradford Pierce <bpierce@mashpeema.gov>

Good Afternoon All,

As you know, 2024 will be a busy election year and with that the Waquoit/Ockway meeting room becomes unavailable. Below are the dates where room availability will be affected due to the Elections currently scheduled:

There will be no availability in the Waquoit/Ockway meeting room starting **Friday, February 23, 2024 through Friday, March 1, 2024**; due to Presidential Primary Election Early Voting set-up and hours.

Presidential Primary Election Day is **Tuesday, March 5, 2024**; no meetings can be scheduled and Council on Aging, Mashpee Public Library, and Waquoit/Ockway Meeting Room will be polling locations. **All Polling Locations will be blocked off on Monday, March 4, 2024 for Election Set-Up.**

There will be no availability in Waquoit/Ockway starting **Friday, May 3, 2024 – Friday, May 10, 2024** due to the Annual Town Election Early Voting set-up and hours.

Annual Town Election Day is **Saturday, May 11, 2024**; Council on Aging, Mashpee Public Library, and Waquoit/Ockway Meeting Room will be polling locations. **All Polling Locations will be blocked off on Friday, May 10, 2024 for Election Set-Up.**

There will be no availability in the Waquoit/Ockway meeting room **Friday, October 18, 2024 through Friday, November 1, 2024**; due to the Presidential Election Early Voting set-up and hours.

Presidential Election Day is **Tuesday, November 5, 2024**; Council on Aging, Mashpee Public Library, and Waquoit/Ockway Meeting Room will be polling locations. **All Polling Locations will be blocked off on Monday, November 4, 2024 for Election Set-Up.**

******PLEASE NOTE:** The State Primary Election date has not been set as of yet. The Election will be in either A that will impact the Waquoit/Ockway meeting room availability. We will inform all of you, as soon as we receive

As the town board's and committee's begin drafting their 2024 meeting dates please taken into account the room restrictions listed above.

Thank you, kindly.

Jess

Jess Kelley | Administrative Assistant

Mashpee Town Clerk's Office

16 Great Neck Rd North

Mashpee, MA 02649

P: 508-539-1400 ext 8562 F: 508-539-1142

2024

Notes:

Jan 01 New Year's Day

Jan 15 M L King Day

Feb 19 Presidents' Day

April 15 Patriots Day

May 27 Memorial Day

Jun 19 Juneteenth

Jul 04 Independence Day

Sep 02 Labor Day

Oct 14 Indigenous Peoples Day

Nov 11 Veterans Day

Nov 28,29 Thanksgiving Break

Dec 24,25 Christmas Eve & Day

Select Board Meetings

Jan 8, 22

Feb 12, 20

Mar 11, 18 18th Execute TM Warrant

Apr 1, 22

May 6, 20 May 6 Town Meeting

Jun 3, 24

Jul 15, 29

Aug 12, 26

Sep 9, 23 9th Execute TM Warrant

Oct 7, 21 Oct 21 Town Meeting

Nov 18,25

Dec 9, 16

Holidays

Voting

SB Mtg

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March						
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28	29	30	31			

October						
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