

**AGENDA**  
**BOARD OF SELECTMEN**  
**MONDAY, JULY 25, 2016**

**6:30 p.m. – Convene Meeting in Open Session – Waquoit Meeting Room – Mashpee Town Hall**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**MINUTES**

- Approval of the following: Monday, July 11, 2016 Regular Session

**APPOINTMENTS & HEARINGS**

- 6:30 – Public Comment
- 6:40 – Public Hearing: Application for new Package Store Annual Wine & Malt Beverages License, Shree Kamakya Devi, Inc. dba Mashpee Mini Mart, located at 401 Nathah Ellis Highway, Units 6 & 7, Mashpee, MA
- 6:55 – Community Policing, Chief Scott Carline
- 7:05 – Catherine Laurent, DPW Director
  - Acceptance of recommendation for award of contract for hauling from the Transfer Station, Gotta Do Contracting LLC
  - Approval of one (1) Request for End-of-Year Appropriation Transfer
  - Discussion of additional trash disposal fee at the Transfer Station, \$1/bag over five (5) bags
- 7:20 – Report on illegal disposal of hazardous waste at the Transfer Station, Deputy Jack Phelan
- 7:30 – Update on Shellfish Propagation Program, Richard York and Brian Howes

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

- Presentation on proposed remediation of outdoor entertainment noise complaints, *Finally Dino's, Dino Mitrokostas*

**NEW BUSINESS**

- 1) Approval of “location only” of signs for 5<sup>th</sup> Annual Mashpee Arts & Crafts Festival, August 6-7, 2016, *Mashpee Public Library*

- 2) Approval of Special Events Application for “Run from Addiction – Purple Flag Relay” on September 24, 2016 from 7:30-11:00 a.m., *Open Doorway of Cape Cod, Inc., Joan Peters-Gilmartin*
- 3) Approval of Special Events Application for private cook-out and beach fire on July 30, 2016 from 5-10 p.m., Jeanne Dennis
- 4) Acceptance of resignation from the Special Events Committee, Robert Mendes
- 5) Review and execution of Memorandum of Agreement between the Cape Cod Commission and the Town of Mashpee, relative to OpenGov Performance Management Software
- 6) Adoption of Town Manager Goals for 2016-2017

#### **ADDITIONAL TOPICS**

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

#### **LIAISON REPORTS**

#### **EXECUTIVE SESSION**

Update on contract negotiations between Town of Mashpee and Mashpee Permanent Fire Fighters Association, IAFF Local 2519

**AGENDA  
BOARD OF SELECTMEN  
MONDAY, JULY 11, 2016**

**6:30 p.m. – Convene Meeting in Open Session – Waquoit Meeting Room – Mashpee Town Hall**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**MINUTES**

- Approval of the following: Monday, June 20, 2016 Regular Session

**APPOINTMENTS & HEARINGS**

- 6:30 – Public Comment
- 6:40 – Public Hearing: Application for Class I Dealer License, *Tesla Motors MA, Inc.*
- 6:50 – Public Hearing: Review of Outside Entertainment License, *Finally Dino's*
- 7:30 – Catherine Laurent, DPW Director, acceptance of bid recommendations:
  - a) Contract Extension, Mashpee Transfer Station
  - b) Paving & Catch Basin Adjustment
  - c) HVAC Control Service & Repair

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

- Adoption of priorities for FY 2017

**NEW BUSINESS**

- 1) Approval of Special Events Application for July 26, 2016, *Cape Cod Networking Fundraiser*
- 2) Acceptance of donation/gift of two (2) parcels of land to the Town for conservation use, *Clipper Ship Village of Mashpee Property Owners Association, Inc.*
- 3) Approval of date/time change for Mashpee Chamber of Commerce Annual Clambake, *new date/time: August 26, 2016 from 5:30 – 8:00 p.m.*
- 4) Approval of NStar Electric Co. dba Eversource Energy Petition for New Underground Cable and Conduit Locations, *71 Echo Road (West of Main Street)*
- 5) Acceptance of resignation from the Cultural Council, *Patricia DeBoer*
- 6) Approval of appointment to the Cultural Council, *Robert Mendes*
- 7) Approval of appointment to the Human Services Committee, *Frank D. Fantasia*
- 8) Review and execution of Memorandum of Agreement between the Cape Cod Commission and the Town of Mashpee, relative to *OpenGov Performance Management Software*
- 9) Certification of Harbormaster

- 10) Discussion relative to Board of Selectmen agenda packets
- 11) Evaluation of Town Manager, FY 2016

**ADDITIONAL TOPICS**

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

**LIAISON REPORTS**

**EXECUTIVE SESSION**

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Present: Selectman Gottlieb, Selectman O'Hara,  
Selectman Cotton, Selectman Sherman  
Town Manager Rodney C. Collins  
Assistant Town Manager Wayne E. Taylor

Absent: Selectman Cahalane

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

## MINUTES

Monday, June 20, 2016 Regular Session:

**Motion made by Selectman Sherman to approve the Regular Session minutes of Monday, June 20, 2016 as presented.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 4-0.**

### Roll Call Vote:

Selectman Gottlieb, yes	Selectman O'Hara, yes	
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

## APPOINTMENTS & HEARINGS

Public Comment: None at this time.

Public Hearing: Application for Class I Dealer License, Tesla Motors MA, Inc.:

The Board of Selectmen opened the Public Hearing on the application of Telsa Motors MA, Inc. to operate a Class I Dealer License at 11 Central Square in Mashpee Commons, Mashpee MA. In accordance with posting requirements, the hearing notice was read aloud into the record.

Jeremy Schneider of Telsa Motors was in attendance to review the application request with the Board of Selectmen and interested public. Mr. Schneider indicated that Telsa Motors MA is the dealer of Telsa's line make of vehicles in Massachusetts, and is responsible for selling and servicing Telsa vehicles in Massachusetts. Dealership locations include Natick, Dedham, Hingham and Boston.

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## **APPOINTMENTS & HEARINGS**

### Public Hearing: Application for Class I Dealer License, Tesla Motors MA, Inc.: (continued)

In Mashpee, Telsa MA will operate a small showroom, approximately 1051 square feet with (1) vehicle on display. It was explained that Telsa vehicles are custom configured and ordered prior to production. The Mashpee store will have no inventory of vehicles for sale. The Mashpee location will be for display and sales only and will not conduct service or vehicle maintenance operations. Test drives may be conducted, whereby interested customers are escorted to Telsa vehicles in nearby parking spaces. Orders are taken on iPads and computer kiosks by Telsa staff members. It was noted that electric vehicles are a relatively new form of transportation.

Correspondence was received from Town Counsel Patrick Costello dated July 11, 2016 with respect to this regard. It is Town Counsel's opinion the applicant has met the legal requirements for a Class I license subject to several points of clarification including a recommended ZBA condition.

It is recommended the Board confirm that it is the applicant's intent to engage in the purchase and sale of second hand motor vehicles only as an incidental or secondary business activity at the licensed premises. Mr. Schneider reaffirmed there is no inventory on site. At the Mashpee location Telsa would serve as a facilitator for secondary sales.

Town Counsel has suggested the Board confirm that the subject Telsa franchise has access to the repair facilities for its customer's service needs or demonstrate its access to sufficient repair facilities to service Mashpee customers. In response Mr. Schneider indicated that Dedham services all of Massachusetts with a large enough staff to support the Cape.

When asked of the lease with Mashpee Commons which appears to have lapsed 60 days from the lease commencement date, the Board asked with the expiration of the approval contingency dates would this preclude the applicant from occupying/exercising control over the licensed premises. Mr. Schneider indicated Mashpee Commons is enthusiastic and there are no concerns in having Telsa at the site location. Mr. Schneider added that Telsa is committed to maintaining the store as a full-time location as long as the business supports it.

And further, Town Counsel has recommended the Board approved the conditions of the ZBA Special Permit to the Class 1 license. Condition: The issuance of this License is expressly subject to and contingent upon the terms and conditions of the Special Permit (SP 2016-33) issued and filed by the Mashpee Zoning Board of Appeals on June 29, 2016. Any judicial appeal of the grant of said Special Permit shall render this License null and void and of no legal effect.

Being no comment, the Board motioned to close the Public Hearing.

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## APPOINTMENTS & HEARINGS

Public Hearing: Application for Class I Dealer License, Tesla Motors MA, Inc.: (continued)

**Motion made by Selectman Gottlieb to close the Public Hearing.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 4-0.**

### Roll Call Vote:

Selectman Gottlieb, yes	Selectman O'Hara, yes	
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

**Motion made by Selectman O'Hara to approve the application of Telsa Motors MA, Inc. to operate a Class I Dealer License at 11 Central Square in Mashpee Commons, Mashpee MA condition upon the following; The issuance of this License is expressly subject to and contingent upon the terms and conditions of the Special Permit (SP 2016-33) issued and filed by the Mashpee Zoning Board of Appeals on June 29, 2016. Any judicial appeal of the grant of said Special Permit shall render this License null and void and of no legal effect.**

**Motion seconded by Selectman Cotton.**

**VOTE: 3-1. Motion carries.**

### Roll Call Vote:

Selectman Gottlieb, yes	Selectman O'Hara, yes	
Selectman Cotton, yes	Selectman Sherman, no	Opposed, (1)

Public Hearing: Review of Outside Entertainment License, Finally Dino's:

The Board of Selectmen acting as the Licensing Authority for the Town of Mashpee opened the Public Hearing to address complaints and to discuss remedial measures with respect to the outside Entertainment License for Barnstable Pizza & Pasta, Inc., d/b/a Finally Dino's located at 401 Nathan Ellis Highway, Mashpee, MA.

The hearing notice was read aloud into the record in accordance with posting procedures.

Constantinos Mitrokostas was in attendance with his counsel attorney Kevin Kirrane to discuss this matter with the Board of Selectmen.

Town Counsel Patrick Costello rendered an opinion with respect to a potential modification of the outdoor entertainment license. Relevant to this situation was MGL, Chapter 140, §181, weekday entertainment licenses.

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## **APPOINTMENTS & HEARINGS**

### Public Hearing: Review of Outside Entertainment License, Finally Dino's: (continued)

At the last Selectmen's Meeting, the Board heard issues of concern from the neighborhood regarding the nuisance noise levels emanating from the outdoor entertainment at Dino's Sports Bar, John's Pond Center, Route 151, Mashpee.

Attending the June 20, 2016 discussion were several neighbors from Pequot Avenue and Mohican Avenue. The Board of Selectmen requested Mr. Mitrokostas conduct a professional assessment and work cooperatively to mitigate the sound. Mr. Mitrokostas was also requested to conduct stop gap measures. If the situation was not remedied in three weeks, the Board of Selectmen acting as the Licensing Authority agreed to further address this matter at their July 11, 2016 meeting.

There have been issues of concern from the neighborhood that this nuisance has not improved thereby giving the Board of Selectmen reason to hold a public hearing on this matter.

Attorney Kirrane indicated that his client Mr. Mitrokostas has engaged the services of a sound engineer for the purposes of taking steps to reduce the noise levels. However, the ability to take action within the next ten weeks is highly unlikely. Options under consideration include fencing, sound deafening mechanisms and enclosing some of the amplification. Attorney Kirrane stated that it is necessary to explore cost options and the permitting process for these types of options.

It was noted that Mr. Mitrokostas has been proactive and has taken measures to reduce amplification by changing the direction of the speakers, altering the outdoor entertainment for the past two weeks, and reducing the music at 9:30 p.m. There are no violations with respect to the 10:00 p.m. noise bylaw. It was explained that contracts have been executed with bands which consist of 5 to 6 musicians for the next eight to ten weeks. Mr. Mitrokostas indicated he is booked through Labor Day.

In fairness, Mr. Mitrokostas stated there is only six weeks left of the summer and it is important to address the economic impact to his business for sound management practices. Mr. Mitrokostas requested the Board give him ample time to address this matter on a broader scale next year.

When asked of what he has done to lessen the sound Mr. Mitrokostas stated he has lessened the volume of the amplification, closed the side windows, changed the direction of the speakers and he has asked the bands to bring less equipment and smaller speakers. Mr. Mitrokostas indicated that sound also tends to bounce on a concrete floor and cars and other types of traffic impact the sounds. To date no materials have been added to absorb the sound at the subject establishment.

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## **APPOINTMENTS & HEARINGS**

### Public Hearing: Review of Outside Entertainment License, Finally Dino's: (continued)

When asked about the outdoor patio Mr. Mitrokostas indicated that outdoor entertainment with amplification began in the outside patio area in 1998. The new patio configuration was completed in 2011.

Virginia Scharfenberg of Pequot Avenue indicated she shared detailed information with the Board of Selectmen regarding this matter three weeks ago. Ms. Scharfenberg stated the amplification has prevented neighbors from using their patios for the past three months. This past weekend Ms. Scharfenberg measured the noise levels, and they are at the continued level. The maximum was 75 and it has ranged in the ensuing weeks from 65 to 71 decibels. With a small seating capacity of 64, Ms. Scharfenberg stated there is no reason for amplification.

Mohican Avenue resident Duncan Campbell indicated the noise level improved during the first weekend, but with the Baha Brothers and the Moonlighters the music was very loud. Steve Jarvis of Pequot Avenue stated he moved to Mashpee five years ago in hopes for some quiet retirement time. Mr. Jarvis indicated the only solution is what the neighborhood has asked, that the entertainment not be amplified. Another resident of Mohican Avenue stated that sound travels to the first and second level of his house. He has three decks and cannot sit on his decks because of the noise levels.

In closing Attorney Kirrane indicated it is essentially three hours on a Friday or Saturday when groups are engaged. On behalf of his client, Attorney Kirrane has proposed to reduce noise level to 9:00 pm, and eliminate the amplification until a permanent solution as articulated in the sound proposal is realized. As part of the renewal process Mr. Mitrokostas indicated he would address the Board to reinstate the amplified music. It was disclosed the amplification within the inside of the facility would remain status quo.

Without amplification Mr. Mitrokostas amended his request to conform to the noise bylaw and have outside entertainment until 10:00 p.m. It was agreed Mr. Mitrokostas would reapply for the outside entertainment license which may or may not include amplified music.

**Motion made by Selectman Sherman to close the Public Hearing.**

**Motion seconded by Selectman O'Hara.**

**VOTE: Unanimous. 4-0.**

#### **Roll Call Vote:**

Selectman Gottlieb, yes  
Selectman Cotton, yes

Selectman O'Hara, yes

Selectman Sherman, yes

Opposed, none

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## APPOINTMENTS & HEARINGS

Public Hearing: Review of Outside Entertainment License, Finally Dino's: (continued)

**Motion made by Selectman Sherman to accept the recommendation of Constantinos Mitrokostas for non-amplification, and amend Entertainment License # LN-2016-0048 issued on December 7, 2015 to Barnstable Pizza & Pasta Co., Inc. d/b/a Finally Dino's 401 Nathan Ellis Highway to no longer allow amplified music for the outside patio area.**

**Motion seconded by Selectman O'Hara.**

**VOTE: Unanimous. 4-0.**

**Roll Call Vote:**

Selectman Gottlieb, yes	Selectman O'Hara, yes	
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

Catherine Laurent, DPW Director, acceptance of bid recommendations:

Catherine Laurent, Director of Public Works was before the Board to recommend acceptance of the following bids;

Contract Extension, Mashpee Transfer Station:

Gotta Do Contracting, LLC of Jordan, NY was the low bidder recommended for the daily operation of the Transfer Station. The \$424,370 bid is reflected of a 1.1% increase over fiscal year 2016. The price quotation includes a reduction for the DPW who is now assuming the responsibility of mowing the property, less \$5,850.

**Motion made by Selectman Cotton to accept the recommendation of the DPW Director and award the contract extension for the daily operation of the Mashpee Transfer Station to Gotta Do Contracting, LLC in the amount of \$424,370.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 4-0.**

**Roll Call Vote:**

Selectman Gottlieb, yes	Selectman O'Hara, yes	
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

Ms. Laurent indicated she expects to present the bid recommendation for the hauling of trash at the next meeting.

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## **APPOINTMENTS & HEARINGS**

### Paving & Catch Basin Adjustment:

It is recommended that a contract be awarded to Lawrence-Lynch Corporation of Falmouth, MA for paving and catch basin work for fiscal year 2017. In response to advertisement, two bids were received. The low bidder; Rochester Bituminous Products of West Wareham were deemed not qualified to work for the Town of Mashpee.

It was noted that all paving contractors working for the Town are required to be pre-qualified by MassDOT. The next low bidder for the annual contract was Lawrence-Lynch. Costs associated to this work were outlined in a memorandum addressed to the Board of Selectmen and Town Manager dated July 5, 2016 from the DPW Director.

**Motion made by Selectman Sherman to award a contract to Lawrence-Lynch Corporation for paving and catch basin work as recommended.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 4-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

### HVAC Control Service & Repair:

Huntington Controls, Inc. of Westwood, MA was recommended for HVAC control service and repair for fiscal year 2017 at a bid quotation of \$189 per hour. It was noted that two bids were received for this contract. After evaluations, the low bidder; Mechanical Air Controls, Inc. of Marshfield was not qualified to perform the work for the Town of Mashpee.

It was noted that Huntington Controls, Inc. is DCAM certified for installation, service and repair of energy management systems. The hourly rate is also less than the state contract price.

**Motion made by Selectman O'Hara to accept the bid from Huntington Controls, Inc. for HVAC Control Service and Repair as recommended for \$189 per hour.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 4-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

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## **OLD BUSINESS**

### Adoption of priorities for FY 2017:

At the last meeting, the Board of Selectmen reviewed priorities for FY 2017 which would guide the Town Manager in the oversight of daily operations. Based on the discussions and feedback, a revised list of priorities was presented to the Board from the Chair in a memorandum dated July 6, 2016. (Enclosure)

**Motion made by Selectman Sherman to adopt the Board of Selectmen Priorities for FY 2017 as outlined.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 4-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

## **NEW BUSINESS**

### Approval of Special Events Application for July 26, 2016, Cape Cod Networking Fundraiser:

Kenneth Palmer was in attendance to request the Selectmen approve a Special Events Application for the First Annual Cape Cod Networking Fundraiser planned to be held from 4:00 p.m. to 8:00 p.m. on Tuesday, July 26, 2016 at B & L Floor Covering, 684 Falmouth Road Mashpee. The event is proposed to benefit Habitat for Humanity of Cape Cod.

It is anticipated that liquor license issues may have to be addressed, and the applicant may return to review this matter with the Board of Selectmen at their July 25, 2016 meeting. Dino's Meals on Wheels will be supplying the food catering truck as well as the beer & wine for the one-day event. With a caterer's license it is not necessary for the Selectmen to authorize a one-day license. However, applicable regulatory agencies will have to be notified and be required to sign off on the application.

Ken Palmer indicated that Habitat is constructing two homes in the Town of Mashpee this year. The networking event will focus on tradesmen and real estate agencies in the Upper Cape and include fundraising in the form of corporate sponsorship/donations, a silent auction, and raffle. The networking will connect businesses and promote growth and further, benefit Habitat in their endeavors. Mr. Palmer indicated the event focuses on Mashpee. Plymouth and Dennis are seeking to duplicate this process.

Parking would be provided at the bank and police detail and volunteers would safely park those who choose to park across the street. It was recommended the abutters be notified of this intent.

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## **NEW BUSINESS**

Approval of Special Events Application for July 26, 2016, Cape Cod Networking Fundraiser:  
(continued)

When asked how the funding would be collected Mr. Palmer stated he is setting up a bank account, and all monies and donations would be accounted for. It was agreed the applicant would discuss the requirements for this event including the general license application and related insurance documentation with Christine Willander, the Administrative Assistant to the Town Manager.

**Motion made by Selectman Sherman to approve the Special Events Application for the First Annual Cape Cod Networking Fundraiser on July 26, 2016 from 4:00 p.m. to 8:00 p.m. at 684 Falmouth Road, Mashpee contingent upon the requirements of the general license application, and of the DPW and Board of Health signing off on the license application.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 4-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

Acceptance of donation/gift of two (2) parcels of land to the Town for conservation use, Clipper Ship Village of Mashpee Property Owners Association, Inc.:

Correspondence was received from Andrew McManus; Conservation Agent dated July 11, 2016 with respect to the donation of association lands (Clipper Ship Village) to the Conservation Commission.

The lots intended to be donated from the Clipper Ship Village of Mashpee Property Owners Association, Inc. a non-profit corporation include Lot 115 at 0 Mashpee Neck Road, Mashpee, Lot 25, Lot 26, Lot 43 and Lot 77 located respectively at 44 Ships Lantern Drive, 43 Compass Drive, 5 Topsail Road and 42 Ships Wheel Drive, Mashpee.

Mr. McManus in his memorandum indicated the Conservation Commission voted unanimously to accept all of the donated parcels for conservation purposes. It was noted that most of the parcels are directly connected to the Mashpee River Woodlands Conservation Land. One parcel is partially connected to the Mashpee River Woodlands, but it also abuts an existing single family home.

Mr. McManus indicated Town Counsel has approved the Quit Claim deeds as presented.

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## NEW BUSINESS

Acceptance of donation/gift of two (2) parcels of land to the Town for conservation use, Clipper Ship Village of Mashpee Property Owners Association, Inc.: (continued)

**Motion made by Selectman Cotton to accept the donation/gift of land from the Clipper Ship Village of Mashpee Property Owners Association, Inc. as referenced under the care and custody of the Conservation Commission.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 4-0.**

### Roll Call Vote:

Selectman Gottlieb, yes	Selectman O'Hara, yes	
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

Approval of date/time change for Mashpee Chamber of Commerce Annual Clambake, new date/time:  
August 26, 2016 from 5:30 – 8:00 p.m.:

Correspondence was received from Mary Lou Palumbo, Executive Director of the Mashpee Chamber of Commerce announcing a new date and time change for the Chamber's 2<sup>nd</sup> annual clambake. The event was previously scheduled for July 9, 2016. The new date is August 26, 2016 from 5:30 p.m. to 8:00 p.m. at the Mashpee Commons Green. Beer and wine is intended to be served at the fundraiser event.

With the amended date, the applicant would be required to obtain a new sign permit.

**Motion made by Selectman Sherman to approve the request of the Mashpee Chamber of Commerce to hold their Annual Clambake on August 26, 2016 from 5:30 p.m. to 8:00 p.m. at the Mashpee Commons Green.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 4-0.**

### Roll Call Vote:

Selectman Gottlieb, yes	Selectman O'Hara, yes	
Selectman Cotton, yes	Selectman Sherman, yes	Opposed, none

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## NEW BUSINESS

### Approval of NStar Electric Co. dba Eversource Energy Petition for New Underground Cable and Conduit Locations, 71 Echo Road (West of Main Street):

Communication was received from NStar Electric Co. d/b/a Eversource Energy dated July 7, 2016 requesting permission to install and maintain two (2) 4" conduits and two (2) manholes at 71 Echo Road, West of Main Street for the purpose of accommodating new service.

A public hearing was held on Friday, June 17, 2017 with respect to this regard. Direct abutters were notified. The Director of Public Works advised the applicant obtain the proper permit through the DPW upon completion of the hearing.

**Motion made by Selectman Sherman to certify the Petition from NStar Electric d/b/a Eversource Energy; Plan #103912 as referenced at the site location 71 Echo Road, Mashpee.**

**Motion seconded by Selectman O'Hara.**

**VOTE: Unanimous. 4-0.**

#### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

### Acceptance of resignation from the Cultural Council, Patricia DeBoer:

Patricia DeBoer, Interim Superintendent of Schools submitted a letter of resignation from the Cultural Council dated June 23, 2016 to the Board of Selectmen for approval.

**Motion made by Selectman O'Hara to accept the resignation from Patricia DeBoer from the Cultural Council with regret.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 4-0.**

#### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

It was agreed the Board of Selectmen would remit a letter of appreciation to Ms. DeBoer for her dedicated service to the Town of Mashpee.

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## **NEW BUSINESS**

### Approval of appointment to the Cultural Council, Robert Mendes:

Correspondence was received from Barbara Cotton dated June 21, 2016 recommending the appointment of Robert Mendes to the Cultural Counsel. It was announced at their June meeting, the Cultural Counsel voted to accept and recommend Mr. Mendes application.

**Motion made by Selectmen O'Hara to appoint Robert Mendes to the Cultural Council as recommended.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 4-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

### Approval of appointment to the Human Services Committee, Frank D. Fantasia:

A letter of interest was received from Frank Fantasia dated June 23, 2016 in serving on the Mashpee Human Services Committee. Mr. Fantasia has discussed his interest with Gayle Wilson the Human Services Director who recommended his appointment. Mr. Fantasia serves as a board member of the Saint Vincent DePaul chapter at the Christ the King parish.

**Motion made by Selectman O'Hara to appoint Frank D. Fantasia to the Human Services Committee.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 4-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

### Review and execution of Memorandum of Agreement between the Cape Cod Commission and the Town of Mashpee, relative to OpenGov Performance Management Software:

It was agreed the Board would defer review of the above referenced agenda topic to the next meeting.

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## **NEW BUSINESS**

### Certification of Harbormaster:

Correspondence was received from Town Manager Rodney C. Collins dated July 7, 2016 relative to the selection process for the position of Harbormaster. The candidate Alec Turner of Plymouth, MA has completed all phases associated to the selection process. Mr. Turner's appointment is intended to commence on July 25, 2016. It was noted at the term of his lease Mr. Turner intends to relocate to the Town of Mashpee. Mr. Turner is currently the Assistant Harbormaster for the Town of Falmouth. Mr. Turner holds a Captain's license and is certified as a part-time police officer in the Commonwealth of Massachusetts.

**Motion made by Selectman O'Hara to certify and confirm the appointment process relative to the selection process for the appointment of Alec Turner to the full-time position of Harbormaster.**

**Motion seconded by Selectman Sherman.**

**VOTE: Unanimous. 4-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

### Discussion relative to Board of Selectmen agenda packets:

In an effort to provide complete and thorough information to the public and press regarding agenda items for regularly scheduled meetings, Policy No. 065 was presented to the Board of Selectmen for adoption. (Enclosed)

It was disclosed the packet would be made available absent of Executive Session minutes and/or lawyer/client information. Personal information shall also be redacted.

**Motion made by Selectman Cotton to adopt Policy No. 065 – Distribution of Board Meeting Agenda as presented.**

**Motion seconded by Selectman O'Hara.**

**VOTE: Unanimous. 4-0.**

### **Roll Call Vote:**

<b>Selectman Gottlieb, yes</b>	<b>Selectman O'Hara, yes</b>	
<b>Selectman Cotton, yes</b>	<b>Selectman Sherman, yes</b>	<b>Opposed, none</b>

Board of Selectmen  
Minutes  
July 11, 2016

---

## **NEW BUSINESS**

### Evaluation of Town Manager, FY 2016:

In accordance with the contract stipulations of the Town Manager, the Chairman of the Board of Selectmen annually evaluates the Town Manager Performance. Andrew Gottlieb, Chairman of the Board of Selectmen completed the performance evaluation for the rating period; July 2015 through July 2016.

Chairman Gottlieb indicated Mr. Collins as Town Manager of the Town of Mashpee has acquitted himself easily well into the role of Town Manager. His performance review is excellent in doing the job as it is expected of him. It was agreed Town Manager Rodney C. Collins has performed exemplary for the Town of Mashpee.

Town Manager Rodney C. Collins indicated it has been a pleasure and an honor to serve the Town of Mashpee and with the new Assistant Town Manager Wayne E. Taylor the upcoming year for the Town should prove even better.

## **LIAISON REPORTS**

Appointment of Assistant Town Manager: Wayne E. Taylor received a warm welcome from the Board of Selectmen in his recent appointment as Assistant Town Manager. The early reviews have been great, and the expectations are of high standard.

Nuisance Signage: A brief discussion followed with respect to nuisance signage being posted throughout the Town. This has been a primary concern in neighborhood association meetings. Mashpee signage regulations shall be duly enforced.

Board of Selectmen  
Minutes  
July 11, 2016

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Adjournment:

**Motion made by Selectman O'Hara to adjourn at 7:45 p.m.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 4-0.**

**Roll Call Vote:**

**Selectman Gottlieb, yes**

**Selectman O'Hara, yes**

**Selectman Cotton, yes**

**Selectman Sherman, yes**

**Opposed, none**

Respectfully submitted,

Kathleen M. Soares

Secretary to the Board of Selectmen

*Enclosure:*

*Board of Selectmen Revised Priorities for FY17 dated July 6, 2016*

*Board of Selectmen Policy 065- Distribution of Board Meeting Agenda*

**TOWN OF MASHPEE  
PUBLIC HEARING NOTICE**

The Mashpee Board of Selectmen, acting as the Licensing Board for the Town of Mashpee, will conduct a public hearing on the application of Shree Kamakya Devi, Inc. dba Mashpee Mini Mart, for a new Package Store Annual Wine & Malt Beverages License, located at 401 Nathan Ellis Highway, Units 6 & 7, Mashpee, MA.

Premises is described as located at Johns Pond Center, and having 2350 total square feet of retail space, including one (1) main entrance in front and one (1) back entrance in the rear.

Said hearing will be held on Monday, July 25, 2016 at 6:40 p.m., in the Waquoit Meeting Room at Mashpee Town Hall, 16 Great Neck Road North, Mashpee, MA.



TOWN  
OF

MASHPEE

**PUBLIC HEARING NOTICE**

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cluding one (1) main entrance in front and one (1) back entrance in the rear.

Said hearing will be held on Monday, July 25, 2016 at 6:40 p.m., in the Waquoit Meeting Room at Mashpee Town Hall, 16 Great Neck Road North, Mashpee, MA.

Per Order of  
Mashpee Board of Selectmen  
Andrew R. Gottlieb, Chairman  
John J. Cahalane, Vice-Chairman  
Thomas F. O'Hara, Clerk  
Carol A. Sherman  
John J. Cotton

July 8, 2016

Per Order of

***Mashpee Board of Selectmen***

Andrew R. Gottlieb, Chairman  
John J. Cahalane, Vice-Chairman  
Thomas F. O'Hara, Clerk  
Carol A. Sherman  
John J. Cotton

RECEIVED

**DOLLARSAVE CONVENIENCE STORE**  
**401 NATHAN ELLIS HIGHWAY**  
**MASHPEE, MA 02649**

2016 JUL -5 AM 9: 57

OFFICE OF SELECTMEN  
TOWN OF MASHPEE

July 1, 2016

Board of Selectmen  
Town of Mashpee  
16 Great Neck Road  
Mashpee, MA 02649

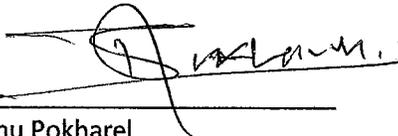
RE: Application for Beer and Wine License

Dear Board Members:

I am withdrawing my application for a beer and wine license for my store on Route 151. I have sold my store.

Please let me know any questions.

Thank you.



Bhanu Pokharel

BND DS convenience  
401 Nathan Ellis Hwy  
Mashpee 02649, MA  
Contact # (347) 238 9497

RECEIVED

**CLARK, BALBONI & GILDEA**  
72 Main Street, Bridgewater, MA 02324  
Tel. 508.697.6211 – Fax 508.697.8511

2016 JUN 23 AM 9:44

**MARK C. GILDEA LAW OFFICE, P.C.**

**MARK C. GILDEA\*\***  
**JOHN L. KOWALSKI\***  
**MEGAN D. BRIDGES\***

\*MEMBER MASSACHUSETTS BAR

\*\*MEMBER MASSACHUSETTS & RHODE ISLAND BARS

Of Counsel: **RICHARD M. CLARK**

**CAPE COD OFFICE**  
33 Great Neck Road South  
P.O. Box 1769  
Mashpee, MA 02649  
Tel. 508.477.5567  
Fax 508.477.5866

ROBERT G. CLARK, JR. (1923 – 1976)  
FREDERICK H. BALBONI (1939 – 1996)  
ROBERT G. CLARK, III (1963 – 2013)

Reply To **Bridgewater**

June 22, 2016

Town of Mashpee  
Board of Selectmen  
16 Great Neck Road North  
Mashpee, MA 03649

**RE: Shree Kamakya Devi, Inc. dba Mashpee Mini Mart, John's Pond Center**  
**Package Store – Wine and Malt Beverage License**  
**Address: 401 Nathan Ellis Highway**

Dear Board Members:

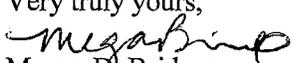
I represent Shree Kamakya Devi, Inc. dba Mashpee Mini Mart, which seeks a wine and malt beverage package store license for the premises located at the John's Pond Center, 401 Nathan Ellis Highway in Mashpee, MA.

Enclosed are the following documents:

1. License Application;
2. Copy of Articles of Organization;
3. Corporate Vote;
4. Manager Application;
5. A copy of Aubodh Basnet's Certificate of Naturalization;
6. Personal Information Form of Subodh Basnet;
7. CORI Request Form of Subodh Basnet;
8. Personal Information Form of Ajaya Gyawali;
9. CORI Request Form of Ajaya Gyawali;
10. A copy of the fully executed Lease;
11. A check for \$40.00 Application Fee payable to the Town of Mashpee; and
12. \$200.00 Certified Check payable to the ABCC.

The floor plan of the Mashpee Mini Mart is not included as the Town has a recent copy. Kindly attach the Floor Plan copy to this application. Also included is a Form 43 for your convenience.

Please let me know what additional information you may require as well as any additional fees.  
Thank you for your assistance.

Very truly yours,  
  
Megan D. Bridges

AFFIDAVIT OF NOTICE OF MAILING TO ABUTTER AND OTHERS

To the Licensing Board

For the [ ]

Date [ ]

I, [ ] hereby certify that the following is a true list of the persons shown upon the Assessor's most recent valuation list as the owners of the property abutting the proposed location for an alcoholic beverages license at: [ ]

And that the following schools, churches or hospitals are located within the radius of five hundred (500) feet from said proposed location:  
[ ] [ ]  
[ ] [ ]  
[ ] [ ]  
If there are none, please so state: [ ]

I also certify that the notice of this application/petition concerning an alcoholic beverages license was given to the above by mailing to each of them within three (3) days after publication of same, a copy of the advertisement is attached below. Also attached are the registered receipts./return registered receipts bearing signatures of persons receiving said notice.

Signed and subscribed to under the penalties of perjuries:

Printed: \_\_\_\_\_

Written: \_\_\_\_\_

Date: [ ]

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 239 Causeway Street  
 Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

Print Form

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
 MONETARY TRANSMITTAL FORM

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL  
 LICENSING AUTHORITY.

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER

IF USED EPAY, CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

LICENSEE NAME

ADDRESS

CITY/TOWN  STATE  ZIP CODE

TRANSACTION TYPE (Please check all relevant transactions):

- Alteration of Licensed Premises
- Change Corporate Name
- Change of License Type
- Change of Location
- Change of Manager
- Other
- Cordials/Liqueurs Permit
- Issuance of Stock
- Management/Operating Agreement
- More than (3) §15
- New License
- New Officer/Director
- New Stockholder
- Pledge of Stock
- Pledge of License
- Seasonal to Annual
- Transfer of License
- Transfer of Stock
- Wine & Malt to All Alcohol
- 6-Day to 7-Day License

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE  
 CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION  
 P. O. BOX 3396  
 BOSTON, MA 02241-3396

## APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Mashpee

### 1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) SHREE KAMAKYA DEVI, INC.

B. Business Name (if different) : Mashpee Mini Mart

C. Manager of Record: Subodh Basnet

D. ABCC License Number (for existing licenses only) :

E. Address of Licensed Premises: 401 Nathan Ellis Highway

City/Town: Mashpee

State: MA

Zip: 02649

F. Business Phone: (508) 477-7108

G. Cell Phone:

H. Email: villageminimart135@hotmail.com

I. Website:

J. Mailing address (If different from E.): 53 Deer Ridge Rd.

City/Town: Mashpee

State: MA

Zip: 02649

### 2. TRANSACTION:

- New License     New Officer/Director     Transfer of Stock     Issuance of Stock     Pledge of Stock  
 Transfer of License     New Stockholder     Management/Operating Agreement     Pledge of License

#### The following transactions must be processed as new licenses:

- Seasonal to Annual     (6) Day to (7)-Day License     Wine & Malt to All Alcohol

**IMPORTANT ATTACHMENTS (1):** The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

### 3. TYPE OF LICENSE:

- \$12 Restaurant     \$12 Hotel     \$12 Club     \$12 Veterans Club     \$12 Continuing Care Retirement Community  
 \$12 General On-Premises     \$12 Tavern (No Sundays)     \$15 Package Store

### 4. LICENSE CATEGORY:

- All Alcoholic Beverages     Wines & Malt Beverages     Wines     Malt  
 Wine & Malt Beverages with Cordials/Liqueurs Permit

### 5. LICENSE CLASS:

- Annual     Seasonal

**6. CONTACT PERSON CONCERNING THIS APPLICATION (ATTORNEY IF APPLICABLE)**

NAME: Mark C. Gildea  
ADDRESS: 72 Main St.  
CITY/TOWN: Bridgewater STATE: MA ZIP CODE: 02324  
CONTACT PHONE NUMBER: (508) 697-6211 FAX NUMBER: (508) 697-8511  
EMAIL: markgildea@cbglawfirm.com

**7. DESCRIPTION OF PREMISES:**

Please provide a complete description of the premises. Please note that this must be identical to the description on the Form 43. **Your description MUST include: number of floors, number of rooms on each floor, any outdoor areas to be included in licensed area, and total square footage.** i.e.: "Three story building, first floor to be licensed, 3 rooms, 1 entrance 2 exits (3200 sq ft); outdoor patio (1200 sq ft); Basement for storage (1200 sq ft). Total sq ft = 5600."

Located at Johns Pond Center, 2,350 square feet of retail space; One (1) main entrance in front and one (1) back entrance.

Total Square Footage: 2,350 Number of Entrances: 1 Number of Exits: 1  
Occupancy Number: n/a Seating Capacity: n/a

**IMPORTANT ATTACHMENTS (2):** The applicant must attach a floor plan with dimensions and square footage for each floor & room.

**8. OCCUPANCY OF PREMISES:**

By what right does the applicant have possession and/or legal occupancy of the premises? Final Lease

**IMPORTANT ATTACHMENTS (3):** The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other:

Landlord is a(n): LLC Other:

Name: VCMAR Mashpee, LLC Phone:

Address: 4161 Washington St. City/Town: Roslindale State: MA Zip: 02131

Initial Lease Term: Beginning Date 06/01/2016 Ending Date 05/31/2019

Renewal Term: Options/Extensions at: 3 Years Each

Rent: \$18,800.00 Per Year Rent: \$1,566.67 Per Month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?  
Yes  No

If Yes, Landlord Entity must be listed in Question # 10 of this application.

If the principals of the applicant corporation or LLC have created a separate corporation or LLC to hold the real estate, the applicant must still provide a lease between the two entities.

**9. LICENSE STRUCTURE:**

The Applicant is a(n):

Corporation

Other:

If the applicant is a Corporation or LLC, complete the following:

Date of Incorporation/Organization:

04/23/2016

State of Incorporation/Organization: Massachusetts

Is the Corporation publicly traded? Yes  No **10. INTERESTS IN THIS LICENSE:**

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license.

**IMPORTANT ATTACHMENTS (4):**A. All individuals or entities listed below are required to complete a Personal Information Form.B. All shareholders, LLC members or other individuals with any ownership in this license must complete a CORI Release Form (unless they are a landlord entity)

Name	All Titles and Positions	Specific % Owned	Other Beneficial Interest
Subodh Basnet	President, Secretary, Director	50%	
Ajaya Gyawali	Treasurer, Director	50%	

\*If additional space is needed, please use last page.

**11. EXISTING INTEREST IN OTHER LICENSES:**Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes  No  If yes, list said interest below:

Name	License Type	Licensee Name & Address
	Please Select	

\*If additional space is needed, please use last page.

**12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:**

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes  No  If yes, list said interest below:

Name	Licensee Name & Address	Date	Reason Terminated
			Please Select
			Please Select
			Please Select

**13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:**

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes  No  If yes, list said interest below:

Date	License	Reason of Suspension, Revocation or Cancellation

**14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :**

**A.) For Individual(s):**

1. Are you a U.S. Citizen? Yes  No
2. Are you a Massachusetts Residents? Yes  No

**B.) For Corporation(s) and LLC(s) :**

1. Are all Directors/LLC Managers U.S. Citizens? Yes  No
2. Are a majority of Directors/LLC Managers Massachusetts Residents? Yes  No
3. Is the License Manager a U.S. Citizen? Yes  No

**C.) For Individual(s), Shareholder(s), Member(s), Director(s) and Officer(s):**

- 1.. Are all Individual(s), Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes  No

**15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:**

**A.) For Individual(s):**

1. Are you a U.S. Citizen? Yes  No

**B.) For Corporation(s) and LLC(s) :**

1. Are a majority of Directors/LLC Managers **NOT** U.S. Citizen(s)? Yes  No
2. Is the License Manager or Principal Representative a U.S. Citizen? Yes  No

**C.) For Individual(s), Shareholder(s), Member(s), Director(s) and Officer(s):**

- 1.. Are all Individual(s), Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes  No

**16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:**

A. Purchase Price for Real Property:	\$0.00
B. Purchase Price for Business Assets:	\$0.00
C. Costs of Renovations/Construction:	\$0.00
D. Initial Start-Up Costs:	\$3,200.00
E. Purchase Price for Inventory:	\$0.00
F. Other: (Specify)	\$0.00
<b>G: TOTAL COST</b>	<b>\$3,200.00</b>
<b>H. TOTAL CASH</b>	<b>\$3,200.00</b>
<b>I. TOTAL AMOUNT FINANCED</b>	<b>\$0.00</b>

**IMPORTANT ATTACHMENTS (5):** Any individual, LLC, corporate entity, etc. providing funds of \$50,000 or greater towards this transaction, must provide proof of the source of said funds. Proof may consist of three consecutive months of bank statements with a minimum balance of the amount described, a letter from your financial institution stating there are sufficient funds to cover the amount described, loan documentation, or other documentation.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

**17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):**

Cash on hand.

\*If additional space is needed, please use last page.

**18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:**

A.

Name	Dollar Amount	Type of Financing

\*If additional space is needed, please use last page.

B. Does any individual or entity listed in §17 or §18 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes  No

If yes, please describe:

**19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)**

A.) Is the applicant seeking approval to pledge the license?  Yes  No

1. If yes, to whom:

2. Amount of Loan:  3. Interest Rate:  4. Length of Note:

5. Terms of Loan:

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock?  Yes  No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory?  Yes  No

If yes, to whom:

**IMPORTANT ATTACHMENTS (6):** If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

**20. CONSTRUCTION OF PREMISES:**

Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises:  Yes  No

21. ANTICIPATED OPENING DATE:

**IF ALL OF THE INFORMATION AND  
ATTACHMENTS ARE NOT COMPLETE  
THE APPLICATION WILL BE  
RETURNED**

**APPLICANT'S STATEMENT**

I, Subodh Basnet the:  sole proprietor;  partner;  corporate principal;  LLC/LLP member  
Authorized Signatory

of Shree Kamakya, Inc., hereby submit this application for wine and malt beverage  
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

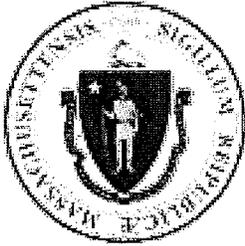
I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: Subodh Basnet

Date: 6/13/14

Title: President/Manager



**The Commonwealth of Massachusetts  
William Francis Galvin**

Minimum Fee: \$250.00

Secretary of the Commonwealth, Corporations Division  
One Ashburton Place, 17th floor  
Boston, MA 02108-1512  
Telephone: (617) 727-9640

[Special Filing Instructions](#)

**Articles of Organization**

(General Laws, Chapter 156D, Section 2.02; 950 CMR 113.16)

Identification Number: 001218427

**ARTICLE I**

The exact name of the corporation is:

SHREE KAMAKYA DEVI, INC.

**ARTICLE II**

Unless the articles of organization otherwise provide, all corporations formed pursuant to G.L. C156D have the purpose of engaging in any lawful business. Please specify if you want a more limited purpose:

**ARTICLE III**

State the total number of shares and par value, if any, of each class of stock that the corporation is authorized to issue. All corporations must authorize stock. If only one class or series is authorized, it is not necessary to specify any particular designation.

Class of Stock	Par Value Per Share Enter 0 if no Par	Total Authorized by Articles of Organization or Amendments		Total Issued and Outstanding Num of Shares
		Num of Shares	Total Par Value	
CNP	\$0.00000	75,000	\$0.00	2,000

G.L. C156D eliminates the concept of par value, however a corporation may specify par value in Article III. See G.L. C156D Section 6.21 and the comments thereto.

**ARTICLE IV**

If more than one class of stock is authorized, state a distinguishing designation for each class. Prior to the issuance of any shares of a class, if shares of another class are outstanding, the Business Entity must provide a description of the preferences, voting powers, qualifications, and special or relative rights or privileges of that class and of each other class of which shares are outstanding and of each series then established within any class.

**ARTICLE V**

The restrictions, if any, imposed by the Articles of Organization upon the transfer of shares of stock of any class are:

IF ANY SHAREHOLDER WISHES TO SELL ALL OR PART OF THE SHARES HE/SHE OWNS, THE SHAREHOLDER MUST FIRST OFFER THE SHARES TO THE CORPORATION FOR PURCHASE.

**ARTICLE VI**

Other lawful provisions, and if there are no provisions, this article may be left blank.

**Note: The preceding six (6) articles are considered to be permanent and may be changed only by filing appropriate articles of amendment.**

**ARTICLE VII**

The effective date of organization and time the articles were received for filing if the articles are not rejected within the time prescribed by law. If a *later* effective date is desired, specify such date, which may not be later than the *90th day* after the articles are received for filing.

**Later Effective Date: Time:**

**ARTICLE VIII**

The information contained in Article VIII is not a permanent part of the Articles of Organization.

**a,b. The street address of the initial registered office of the corporation in the commonwealth and the name of the initial registered agent at the registered office:**

Name: SUBODH BASNET  
No. and Street: 401 NATHAN ELLIS HIGHWAY  
UNITS 6 & 7  
City or Town: MASHPEE State: MA Zip: 02649 Country: USA

**c. The names and street addresses of the individuals who will serve as the initial directors, president, treasurer and secretary of the corporation (an address need not be specified if the business address of the officer or director is the same as the principal office location):**

<b>Title</b>	<b>Individual Name</b> First, Middle, Last, Suffix	<b>Address (no PO Box)</b> Address, City or Town, State, Zip Code
PRESIDENT	SUBODH BASNET	53 DEER RIDGE ROAD MASHPEE, MA 02649 USA
TREASURER	AJAYA GYAWALI	53 DEER RIDGE ROAD MASHPEE, MA 02649 USA
SECRETARY	SUBODH BASNET	53 DEER RIDGE ROAD MASHPEE, MA 02649 USA
DIRECTOR	SUBODH BASNET	53 DEER RIDGE ROAD MASHPEE, MA 02649 USA
DIRECTOR	AJAYA GYAWALI	53 DEER RIDGE ROAD MASHPEE, MA 02649 USA

**d. The fiscal year end (i.e., tax year) of the corporation:**  
December

**e. A brief description of the type of business in which the corporation intends to engage:**

CONVENIENCE STORE

**f. The street address (post office boxes are not acceptable) of the principal office of the corporation:**

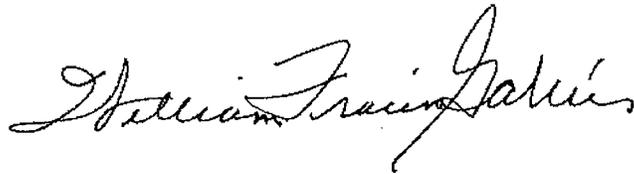
No. and Street: 401 NATHAN ELLIS HIGHWAY  
UNITS 6 & 7



THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

April 23, 2016 08:25 AM

A handwritten signature in cursive script, reading "William Francis Galvin". The signature is written in black ink and is centered on the page.

WILLIAM FRANCIS GALVIN

*Secretary of the Commonwealth*

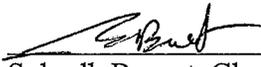
**CLERK'S CERTIFICATE**

**Shree Kamakya Devi, Inc. dba Mashpee Mini Mart**

The undersigned, being the Clerk of Shree Kamakya Devi, Inc. dba Mashpee Mini Mart ("Corporation"), pursuant to the By-Laws, does hereby certify that the following votes were taken at a duly convened meeting of the Corporation:

1. That the Corporation shall apply to the Town of Mashpee Board of Selectmen for an Wine and Malt Beverage Package Store License for premises known as Mashpee Mini Mart located at 401 Nathan Ellis Highway, Mashpee, MA 02649;
2. That Subodh Basnet be appointed as Manager under such license.
3. That Subodh Basnet be authorized to make all necessary applications and to take all necessary steps to carry out the above.

Dated: June <sup>13</sup>, 2016.

  
\_\_\_\_\_  
Subodh Basnet, Clerk



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 239 Causeway Street  
 Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**MANAGER APPLICATION**

All proposed managers are required to complete a Personal Information Form, and attach a copy of the corporate vote authorizing this action and appointing a manager.

**1. LICENSEE INFORMATION:**

Legal Name of Licensee:  Business Name (dba):

Address:

City/Town:  State:  Zip Code:

ABCC License Number:  (If existing licensee) Phone Number of Premise:

**2. MANAGER INFORMATION:**

A. Name:  B. Cell Phone Number:

C. List the number of hours per week you will spend on the licensed premises:

**3. CITIZENSHIP INFORMATION:**

A. Are you a U.S. Citizen: Yes  No  B. Date of Naturalization:  C. Court of Naturalization:

(Submit proof of citizenship and/or naturalization such as US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)

**4. BACKGROUND INFORMATION:**

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages? Yes  No

If yes, please describe:

B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled? Yes  No

If yes, please describe:

C. Have you ever been the Manager of Record of a license that was issued by this Commission? Yes  No

If yes, please describe:

D. List your employment for the past ten years (Dates, Position, Employer, Address and Telephone):

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature  Date



# Town of Mashpee

# Department of Public Works

350 Meetinghouse Road  
Mashpee, Massachusetts 02649  
Telephone - (508) 539-1420  
Fax - (508) 539-3894

## MEMORANDUM

July 18, 2016

TO: Board of Selectmen  
Rodney Collins, Town Manager

FROM: Catherine Laurent, Director *CL*

RE: Recommendation for Award of Annual Contract for Hauling from Transfer Station

RECEIVED  
2016 JUL 18 AM 9:51  
OFFICE OF SELECTMEN  
TOWN OF MASHPEE

### Description

The Town contracts for daily operation of the Transfer Station as well as the hauling of recyclables/bulky waste to processing facilities.

### Background

The contract for daily operation was awarded at the Board's meeting on July 11<sup>th</sup>. The prices for hauling had not been finalized in time for consideration at that same meeting.

### Recommendation

I recommend that a contract be awarded to **Gotta Do Contracting LLC** of Jordan, NY for hauling as follows:

Westport	\$498.42 single/\$550.24 double
Avon	\$498.42 single/\$550.24 double
New Bedford	\$498.42 single/\$550.24 double
Taunton	\$233.04 single/\$285.10 double
Bourne	\$291.17 single/\$342.98 double
Sandwich	\$291.17 single/\$342.98 double

The prices are a 1.1% increase over FY16. This percentage is the average annual Consumer Price Index (CPI-U) from April 2016 which was the adjustment negotiated for a one-year extension during the FY16 contract discussions.

### Pros and Cons

The Town does not own the equipment needed to haul roll-offs, therefore contracting for this service is necessary.



# Town of Mashpee

# Department of Public Works

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## MEMORANDUM

July 20, 2016

TO: Board of Selectmen  
Rodney Collins, Town Manager

FROM: Catherine Laurent, Director *CL*

RE: Request for End of Year Transfer

---

### Description

At the request of a department, the Town Manager can transfer up to \$5,000 between Salary Budget and Expense Budget in a given Fiscal Year.

### Background

I have requested a \$5,000 transfer from the FY16 DPW Salary Budget to the FY16 Building & Grounds School Energy Expense Budget.

Over \$150,000 in will be turned back from the Salary Budget as the Assistant Director/Town Engineer position funded was not filled. Additionally, a Maintenance Worker has been out on a work related injury.

The Energy Budget pays the electrical and natural gas costs for the three schools. The combined usage for the year at the schools exceeded the budgeted amount.

### Recommendation

I recommend that \$5,000 be transferred from FY16 DPW Salary Budget to the FY16 Building & Grounds School Energy Expense Budget.

### Pros and Cons

The transfer will allow final FY16 invoices related to the utilities for the schools to be paid. Otherwise, the invoices would have to go to Town Meeting as unpaid bills.



## REQUEST FOR END OF YEAR APPROPRIATION TRANSFER

M.G.L. Chapter 44, Section 33B allows the Selectmen, with the agreement of the Finance Committee, to transfer any departmental appropriation to another appropriation within the same or other department during May, June and the first fifteen days of July. The transfer may not be used to transfer from a municipal light or school department budget and may not be more than three percent of the department's annual budget, or \$5,000, whichever is greater.

To the Town Accountant:

You are hereby authorized to perform the following appropriation transfer as approved by the Board of Selectmen and Finance Committee:

Date: 6/3/16

Amount of transfer: \$5,000

Transfer FROM Account: DPW Full Time Admin. Salary (01422101-5110)

Transfer TO Account: School Buildings & Grounds Energy Expense (01422103-5210)

Selectmen Approved:

_____	_____
_____	_____
_____	_____

Finance Committee Approved:

_____	_____
_____	_____
_____	_____
_____	_____



# Town of Mashpee

# Department of Public Works

350 Meetinghouse Road  
Mashpee, Massachusetts 02649  
Telephone - (508) 539-1420  
Fax - (508) 539-3894

## MEMORANDUM

July 20, 2016

TO: Board of Selectmen  
Rodney Collins, Town Manager

FROM: Catherine Laurent, Director *CL*

RE: Request for Approval of Additional Bag Fee at Transfer Station

---

### Description

Approval is required for imposition at the Transfer Station of a fee for bags in excess of the 5 40-gallon bag limit already approved.

### Background

One of the recommendations of the Waste Management Committee was to limit trash disposal at the Transfer Station to 5 40-gallon bags per trip. The second part of this recommendation was to impose a fee of \$2 for each bag in excess of the limit (see attached minutes). This additional bag fee was not presented to the Board of Selectmen for approval at the same time as the bag limit.

### Recommendation

I recommend that the Board of Selectmen approve a \$1 per 40-gallon bag for bags over the limit. There is already a \$1 fee per bag charged for Single Trip Passes for disposal of more than 5 bags. The per bag fee should be the same for Single Trip Passes and Household Permits.

### Pros and Cons

The additional fee for disposal of bags exceeding the 5 bag limit serves as enforcement for the limit. It is unlikely that users would only dispose of 5 bags if they arrived at the Transfer Station with 6 bags or more. Without the additional fee, compliance with the bag limit would therefore essentially be voluntary.

**MASHPEE WASTE MANAGEMENT COMMITTEE  
MONDAY, OCTOBER 26, 2015  
WAQUOIT MEETING ROOM – TOWN HALL**

**Present:** Wayne BevAcqua, Kalliope Egloff, Richard Elrick, Tom O’Hara, Andrew McKelvey, Catherine Laurent, Rodney Collins, and Tom Murphy (arrived 6:10 p.m.).

**Absent:** John Cahalane, Glenn Santos, and Geoff Gorman.

**Audience:** Sam Houghton - Mashpee Enterprise

Tom O’Hara, Chairman, called the meeting to order at 6 p.m. Tom announced that Jonathan Furbush resigned from this Committee.

Pledge of Allegiance was recited, followed by a moment of silence.

**Public Comment...**None.

**Approval of Minutes**

Rodney Collins motioned to approve the minutes of September 21, 2015 as amended. Andrew McKelvey seconded this motion.

VOTE: 7-Yes.

**Roll Call Vote:**

Catherine Laurent – yes	Andrew McKelvey - yes
Wayne BevAcqua – yes	Richard Elrick - yes
Rodney Collins – yes	Kalliope Egloff – yes
Tom O’Hara – yes	

**Cameras at Transfer Station**

Catherine Laurent reported she and David DeVecchio, IT Director, met and looked at the site and after meeting with the Town Manager decided it would not be feasible to place a camera in the trash receptacle room. The proposed cost of cameras and license plate recognition software was considered to be too expensive. Wayne BevAcqua mentioned a simple DVR system (\$400-\$500) with connection to Comcast at about \$10 per month should be obtainable. Kalliope Egloff mentioned there may be a difference in security measures, etc. between personal needs versus municipality needs. **Conclusion:** Rodney Collins will speak with David DeVecchio. Topic tabled for next meeting.

**Bag Limitation at Transfer Station**

Catherine Laurent said she thinks 5 bags is allowing a lot in view of survey results and asks what are we accomplishing? Wayne BevAcqua responded we’ll be accomplishing eliminating trucks with “mile-high” bags using the Transfer Station. Richard Elrick said he is not sure limitation of bags will reduce abuse. He said it will not really stop them if all they have to do is make multiple trips per day. Kalliope Egloff said the Board of Health position is let people throw away as much as they want as long as people pay for their waste.

Again it was re-stated the need to educate public on what is waste; what is recyclable; and what constitutes single stream. Catherine said the guides and single-stream flyers are handed out with every single permit issued. In addition, reminders are placed in the Enterprise before Christmas season advertising what items are recyclable.

**Bag Limitation at Transfer Station (continued)**

Following lengthy discussion, a consensus was reached that the bag limitation should be worded to specifically state 5 40-gallon bags or 5 40-gallon barrels would be the limit per visit. It was also agreed that this bag/barrel limitation should go into effect as of July 1, 2016.

**Motion:** Wayne BevAcqua motioned to recommend to the Board of Selectmen to be effective July 1, 2016 that there be a limit of 5 40-gallon bags or 5 40-gallon barrels per visit to the Transfer Station. Rodney Collins seconded the motion.

**Discussion:** Catherine raised the question whether a fee should be charged if someone came with, say, 6 bags. It was agreed if that occurred then there should be a fee of \$2.00 for the extra bag.

**Amended Motion:** Wayne BevAcqua motioned to recommend to the Board of Selectmen to be effective July 1, 2016 that there be a limit of 5 40-gallon bags or 5 40-gallon barrels per visit to the Transfer Station, with a fee of \$2.00 for each additional bag or barrel per visit.

Rodney Collins seconded the Amended Motion.

VOTE: 5-Yes; 2-No; 1-Abstain.

**Roll Call Vote:**

Catherine Laurent – no	Andrew McKelvey - yes
Wayne BevAcqua – yes	Richard Elrick - abstain
Rodney Collins – yes	Kalliope Egloff – no
Tom Murphy – yes	Tom O’Hara – yes

Rodney Collins exited the meeting.

**Review Issuance of Transfer Station Recycle Stickers**

Tom O’Hara said he placed this on the agenda because Town Clerk going to be ordering stickers and if decided to issue these she wants to place order. The sticker order is in Deb Dami’s budget. Richard Elrick said it would be appropriate to issue recycle stickers because recycling marketplace costs are going up and services have costs. He said this is the direction most towns going. He said Barnstable proceeded this way and they had 2,000 people get recycle stickers. Kalliope mentioned that in Mashpee haulers are forced to recycle.

**Motion:** Wayne BevAcqua motioned to confirm to Town Clerk to order recycle stickers. Tom Murphy seconded the motion.

VOTE: 7-Yes.

**Roll Call Vote:**

Catherine Laurent – yes	Andrew McKelvey - yes
Wayne BevAcqua – yes	Richard Elrick - yes
Tom O’Hara – yes	Kalliope Egloff – yes
Tom Murphy – yes	

**Dual Pay System Presentation – Wayne BevAcqua**

Wayne BevAcqua proposed a Waste Management dual system program. Attached to the printed set of these minutes is the proposal Wayne read into the record. Wayne said he prefers for things to stay as they are but his task on this Committee is to reduce costs through education. If tonnage is reduced through PAYT people that would educate and show people PAYT is cost-effective. Concern was voiced on how budgeting could be done. Kalliope Egloff said Board of Health does not recommend dual system; it doesn’t decrease solid waste. Wayne said for the record this is the

### Dual Pay System Presentation – Wayne BevAcqua (continued)

task we've been assigned and for the record people voted twice not to have PAYT so this is the best hope PAYT people have.

Tom Murphy noted that Winchester had dual system and their proposal didn't change anything. He said why do something if it's not going to change anything. Richard Elrick said pricing it out to budget might make a difference. Richard said Winchester price differential was not different so there was no motivation. Kalliope said if Transfer Station becomes enterprise system, then that would be part of the equation...having a 5 bag limit on status quo stickers. Tom Murphy agreed and said only way it's going to work is to offer incentive to people. We have to see what actual market might be and give PAYT much more beneficial price and status quo would have more substantial sticker cost.

Andrew McKelvey said he likes the idea of restricting bag limit, but is not convinced anything needs to change. He said he doesn't think the people will support PAYT system. Wayne BevAcqua said he agrees with Andrew.

### Meeting Schedule

Richard Elrick said he would like to submit his recommendation(s) at the next meeting. Tom O'Hara said anyone who would like to present their ideas should submit for the next agenda and it was agreed each submission should take no longer than a 3-minute presentation.

Following meetings were scheduled:

6 p.m., Tuesday, November 17, 2015 at Town Hall.

6 p.m., Monday, December 14, 2015 at Town Hall...anticipated to be final Committee meeting.

### Adjournment

Wayne BevAcqua motioned to adjourn the meeting; the motion was seconded by Andrew McKelvey; and was unanimously passed. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Jean Giliberti  
Recording Secretary



350 Meetinghouse Road  
Mashpee, Massachusetts 02649  
Telephone - (508) 539-1420  
Fax - (508) 539-3894

MEMORANDUM

July 20, 2016

TO: Board of Selectmen  
Rodney Collins, Town Manager

FROM: Catherine Laurent, Director *cla*

RE: Request for Approval of Additional Bag Fee at Transfer Station

---

Description

Approval is required for imposition at the Transfer Station of a fee for bags in excess of the 5 40-gallon bag limit already approved.

Background

One of the recommendations of the Waste Management Committee was to limit trash disposal at the Transfer Station to 5 40-gallon bags per trip. The second part of this recommendation was to impose a fee of \$2 for each bag in excess of the limit (see attached minutes). This additional bag fee was not presented to the Board of Selectmen for approval at the same time as the bag limit.

Recommendation

I recommend that the Board of Selectmen approve a \$1 per 40-gallon bag for bags over the limit. There is already a \$1 fee per bag charged for Single Trip Passes for disposal of more than 5 bags. The per bag fee should be the same for Single Trip Passes and Household Permits.

Pros and Cons

The additional fee for disposal of bags exceeding the 5 bag limit serves as enforcement for the limit. It is unlikely that users would only dispose of 5 bags if they arrived at the Transfer Station with 6 bags or more. Without the additional fee, compliance with the bag limit would therefore essentially be voluntary.



# TOWN OF MASHPEE

# OFFICE OF SELECTMEN

---

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

## MEMORANDUM

**TO:** Andrew R. Gottlieb, Chairman  
and Honorable Members of the Board of Selectmen

**FROM:** Christine Willander, Administrative Assistant *CW*

**DATE:** July 21, 2016

**RE:** Noise Remediation Proposal – Finally Dino's

---

At the request of the Town Manager, I am submitting the attached documents which were hand-delivered to our office on Wednesday, July 20<sup>th</sup> at approximately 3 p.m., by Dino Mitrokostas. These documents represent a preliminary plan for remediation of outdoor entertainment noise issues, relative to Finally Dino's entertainment license.

Mr. Mitrokostas was advised that he is expected to provide a blueprint with more exact and detailed plans to each of the Selectmen, Town Manager, and Assistant Town Manager at Monday's meeting.

**From:** Tony Pizzo <tonypizzo@gmail.com>

**To:** CM International LLC <cmintllic@aol.com>

**Subject:** PA System Order

**Date:** Wed, Jul 20, 2016 4:00 am

Hi Dino, Sorry for the late email and that I could not stop by today, I had a situation arise that had to be dealt with immediately.

I am attaching a screen shot of the order that I would like to place with you on Wednesday for the sound equipment. I checked the stock at all MA vendors for both these items as well as similar alternatives and nobody has this kind of pro gear in stock. There is a vendor I spoke with in Braintree, Pro Sound Services Inc that can get everything within a week and I also went over system design with them and they had the same recommendations as I did but suggested the lower priced power amp which makes up for the difference in speaker cost. I would love to go through them because they are a local company, however I know time is certainly a factor here and all these items are available through <http://www.fullcompass.com/> where they have them in stock, ground shipping is free but they also have options up to 1 day which means the stuff could be here as soon as thursday and I can install thursday/friday. Your call on that.

Everything listed in here is for JBL speakers in WHITE, which are specifically designed for outdoor installation and they include the mounting hardware which will make installation much smoother and quicker. After discussing speaker selection with you I would rather go this route and do it right the first time, the way you want it, with the changes it only ends up being about a \$400 difference and is a permanent long term solution.

The only PA gear not listed here is cabling which should run in the \$100 dollar range, a small mixer which I can grab anywhere for \$100-150, and the DBX Driverack which will be the heart of this system and is the processor that will have a microphone mounted in the room allowing it to automatically limit volume levels as well as EQ settings to keep the entire system running at preset limits This unit will be \$800 and is readily available but I am still trying to decide which of the 3 models is right for this situation.

## Shopping Cart

**Proceed to Shipping Address**

Remove	Qty	Product	Price	Total
<input type="checkbox"/>	2	JBL Control 30 10" 3 Way Loudspeaker in White <i>In Stock</i>	\$681.00	\$1,362.00
		<b>FREE SHIPPING</b>		
<input type="checkbox"/>	2	JBL Control 29AV-1 300W 8" 2 Way Speaker in White <i>In Stock</i>	\$387.00	\$774.00
		<b>FREE SHIPPING</b>		
<input type="checkbox"/>	1	Crown XLS 1502 DriveCore™ 2 Series 2-Channel 525W (4 Ohms) Power Amplifier with Onboard DSP <i>In Stock</i>	\$399.00	\$399.00
		<b>FREE SHIPPING</b>		

Update Cart:

Sub Total: \$2,535.00

Shipping Estimate State: MASSACHUSE... ▾

Please read our [Shipping Policy](#) before selecting

Shipping: Ground Shipping ▾ < FREE! >

Your Cart Qualifies for Free Shipping!

Purchase Order Number (required for Net terms):

Total: \$2,535.00

The soundproofing and acoustic treatments will still be as we discussed. The MLV Sound Barrier can go up Thursday/Friday regardless of PA status and will be an immediate solution for blocking sound to the alley from the performance area.

I will try to send you pictures of my diagrams tonight as soon as I can get some pictures uploaded

7/20/2016

PA System Order

Tony Pizzo  
Owner  
Arrow to the Sun LLC  
Hangar 18 Electronics Engineering/ATTS Home Improvement  
508 776 2806

AP = 10' peak  
↓ ↓ ↓ ↓ ↓ ↓

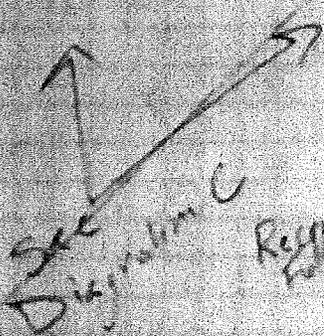
Diagram A

Any  
M/V

Door 90'

8' 10"

Diffuser  
Absorber  
98" x 8" Mat



Receptor  
fall to floor

Astro  
Turf

Rainy speaker  
Mounted on turf

Band area  
Dig D

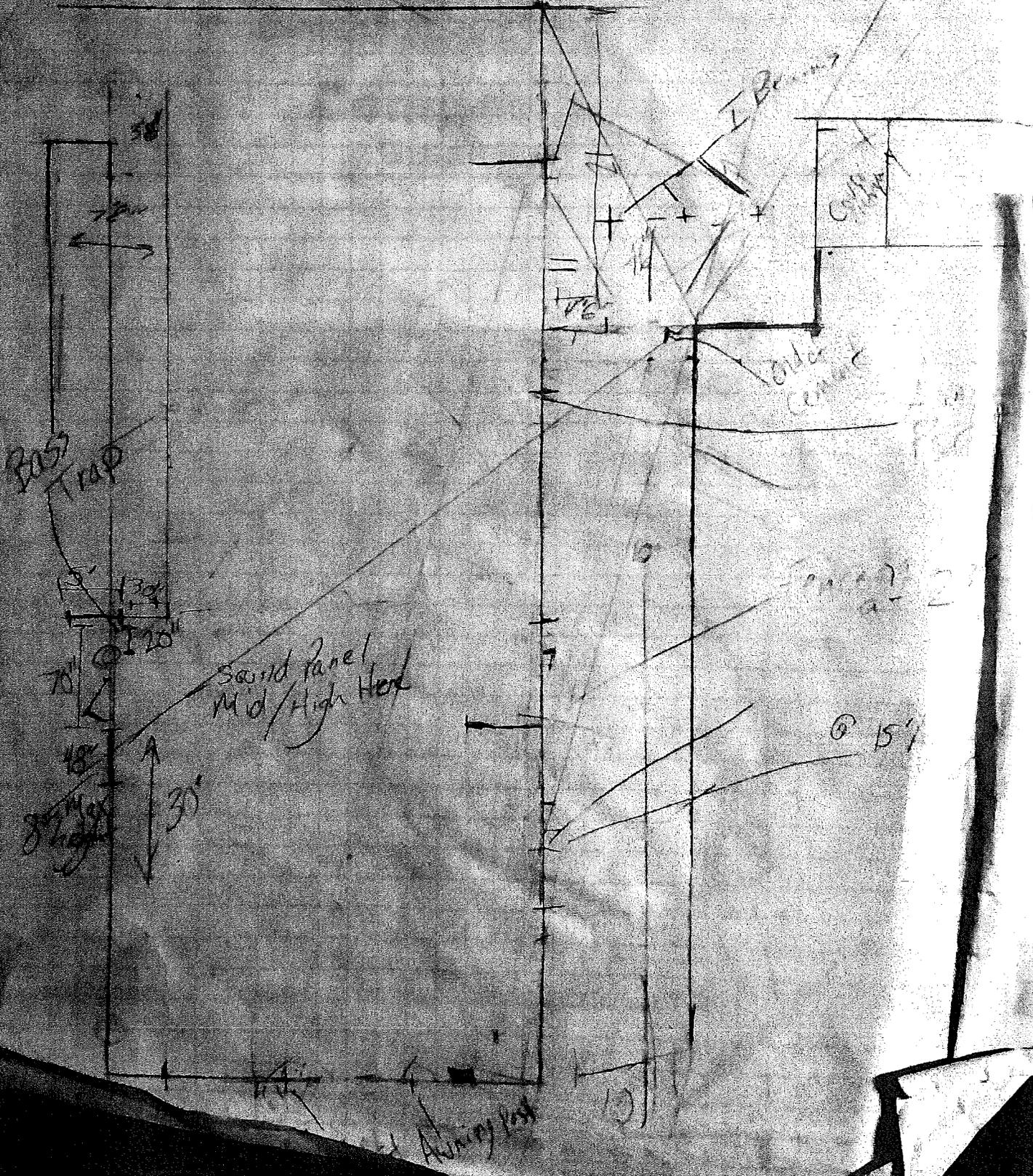


4

4

10  
4

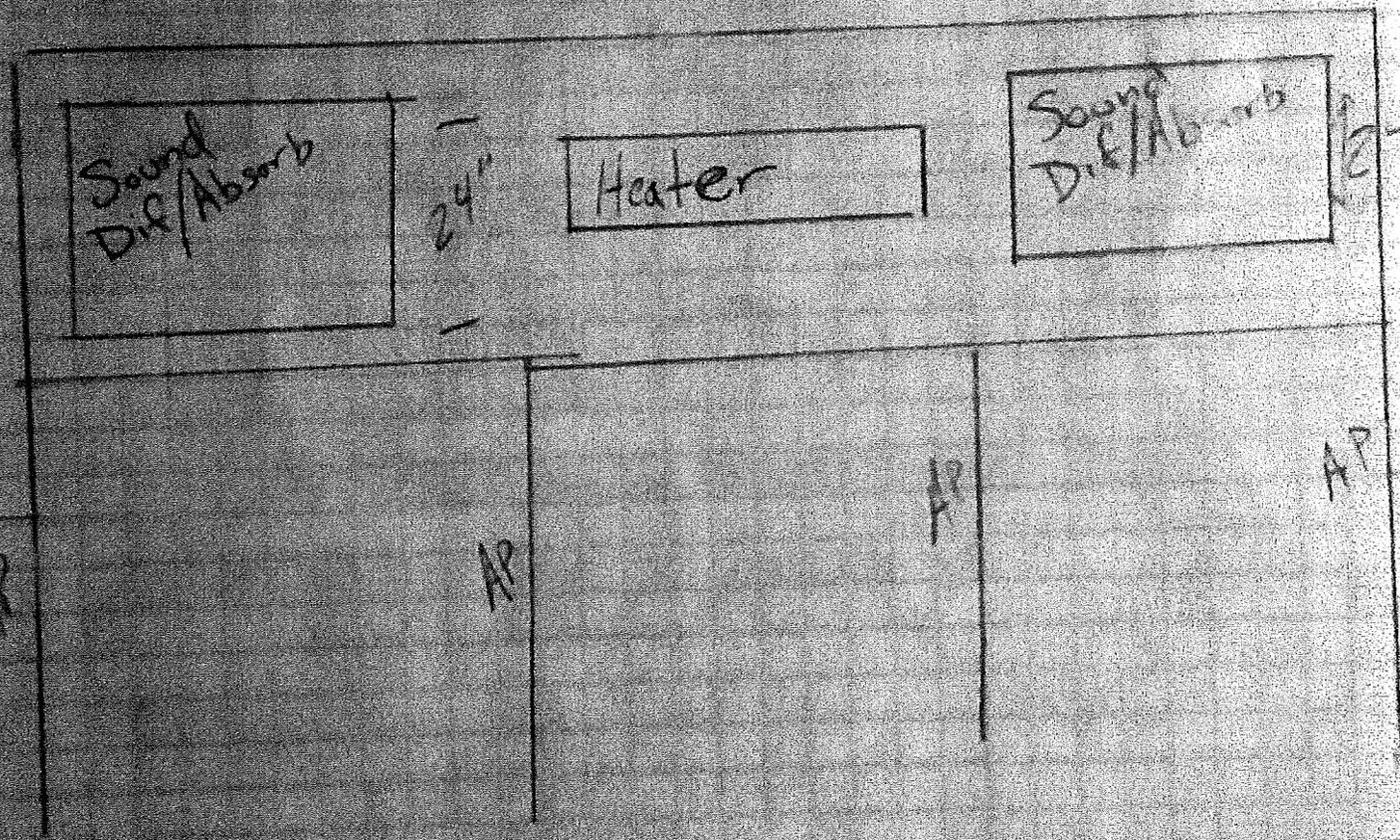
To top of Rail Post 46 1/4"



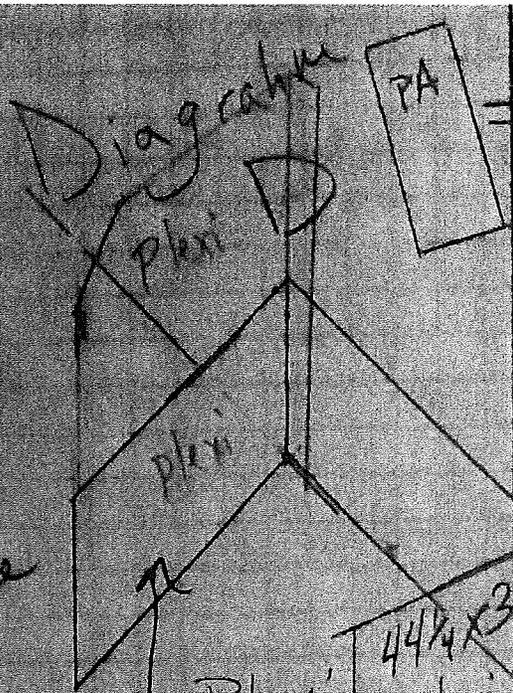
# Diagram

as viewed  
Facing Bar  
from Stage area

C



5' x 8'  
Plexi  
Can  
Be Removable



Foldable to fence  
Swings out to 60  
for Bands

Along this Rail



MLV = Best, can be Painted, Banner  
etc

Plexi = Clear, will block sound to  
Alley But Reflect Back in



PA speaker



45" X 15" Barrier

44 1/2"

15'

Graham  
E

Porch  
Entry

End of  
Alley

Wall  
to be  
Installed

Sound  
Panels



130  
135

115"  
114"



# TOWN OF MASHPEE

# OFFICE OF SELECTMEN

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

## MEMORANDUM

**TO:** Andrew R. Gottlieb, Chairman  
and Honorable Members of the Board of Selectmen

**FROM:** Christine Willander, Administrative Assistant *CAW*

**DATE:** July 21, 2016

**RE:** Approval of Signage – Location Only

---

At the request of the Town Manager and on behalf of the Building Department, I am submitting the attached request for approval of the location only of signage for the 5<sup>th</sup> Annual Mashpee Arts and Crafts Festival to benefit the Mashpee Public Library. This event will be held the weekend of August 6-7, 2016 on the Mashpee Commons Green, and was previously approved by the Board of Selectmen as part of Mashpee Commons Annual Special Events calendar.

Castleberry Fairs, who is coordinating this event, is asking permission to place 14-18 signs along Routes 28 and 151. Signs would extend no more than one mile in both directions from the Mashpee rotary. No signs will be placed in or directly around the rotary. Castleberry Fairs are mindful to place signs along the public right of way or curbs, which are not private property.

Signs are professional, temporary, coroplast signs, much like real estate or election signs. Signs would be placed a few days prior to the event, and removed promptly at the conclusion of the event.

Upon receipt of the request for a sign permit, the Building Department advised our office that, due to the size of the proposed signage, a permit was not required; however, the Building Commissioner requested Board of Selectmen approval of the proposed location of these signs.

## Christine Willander

---

**From:** Kathy Mahoney <[kmahoney@clamsnet.org](mailto:kmahoney@clamsnet.org)>  
**Sent:** Wednesday, July 20, 2016 4:08 PM  
**To:** Christine Willander

Christine,

I have received the following information from Terry Mullen of Castleberry Fairs:

They would like to place 14 to 18 signs along Rte 28 and Rte 151 at intersections. They would go about 1 mile in both directions from the Rotary. They do not place signs on, or around the Rotary, but down the roads near the entrance or exits to the Rotary.

They are mindful to place signs along the public right of way or curbs which are not private property.

Their signs are professional, temporary, coroplast signs, much like real estate or election signs. There are no hand written or cardboard signs. They would like to place them a few days prior to the event, and remove them when the event concludes on Sunday afternoon.

They place another 4-6 signs on Mashpee Commons property to direct people to the event site.

Please let me know if you need further information.

Best,

Kathy

--  
Kathleen Mahoney  
Director, Mashpee Public Library  
64 Steeple St.  
Mashpee, MA 02649  
[kmahoney@clamsnet.org](mailto:kmahoney@clamsnet.org)  
508-539-1435 x-3010



# SIGN PERMIT

## Town of Mashpee

BUILDING DEPARTMENT

PH: 508 539 1406 FAX: 508 539 1142

Date: July 18, 2016

Permit No. \_\_\_\_\_

**PRINT**

ADDRESS Event Temporary Signage in Mashpee along Route 28, Route 151

Office 603-332-2616

Name of Owner: Terry Mullen DBA Castleberry Fairs Telephone: \_\_\_\_\_

Name of Store of Development: NA Event is a sponsored by and a fundraiser for the Mashpee Public Library

Special Event Permit through land holder Mashpee Commons (Mary Derr)  
Number of Signs: \_\_\_\_\_ Percentage of aggregate coverage of front wall \_\_\_\_\_

Approve by Design Site Review meeting on: \_\_\_\_\_

Is the Sign(s) Illuminated YES \_\_\_\_\_ NO X If YES, how is it illuminated \_\_\_\_\_

Type of Sign: \_\_\_\_\_ Flat Wall \_\_\_\_\_ Free Standing \_\_\_\_\_ Projecting \_\_\_\_\_ Awning \_\_\_\_\_ Banner  
X Portable Sign \_\_\_\_\_ Canopy \_\_\_\_\_ Window \_\_\_\_\_ Blade \_\_\_\_\_ Illuminated Sign

Is this a replacement of the same size sign YES \_\_\_\_\_ NO \_\_\_\_\_ Historic District YES \_\_\_\_\_ NO \_\_\_\_\_

Dimensions of Sign(s): Length \_\_\_\_\_ Width 18" Height 12" Area \_\_\_\_\_

Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Area \_\_\_\_\_

Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Area \_\_\_\_\_

Set back from Street: na Temporary event signs

Installer Company na Telephone \_\_\_\_\_

I declare under the penalties of perjury that the statements herein contained are true and correct to the best of my knowledge and belief. I hereby declare that I have the authority to request this permit and that the sign(s) shall conform to the Town of Mashpee current Sign By-Law and to the MA State Building Code, signed under the pains and penalties of perjury.

Applicant's Signature [Signature] Date 7/18/2016

Approved By \_\_\_\_\_ Date \_\_\_\_\_

Fee \_\_\_\_\_ Date Issued \_\_\_\_\_ *Permit expires 6 months from issue date*



# TOWN OF MASHPEE

# OFFICE OF SELECTMEN

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

March 15, 2016

Mashpee Commons  
P.O. Box 1530  
Mashpee, MA 02649-1530  
Attn: Mary Derr, Marketing Manager

RE: Mashpee Commons - 2016 Events Schedule

Dear Ms. Derr,

We are pleased to inform you that on Monday, March 14, 2016, the Board of Selectmen voted to approve your submission of Mashpee Commons 2016 Events Schedule.

Should you need anything further, please contact this office at 508-539-1401. Thank you and good luck with your events.

Sincerely,

Teresa A. Villa  
Administrative Secretary  
To the Town Manager



# TOWN OF MASHPEE

# OFFICE OF SELECTMEN

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Mashpee, Massachusetts 02649  
Telephone - (508) 539-1401  
bos@mashpeema.gov

## MEMORANDUM

**TO:** Andrew R. Gottlieb, Chairman  
and Honorable Members of the Board of Selectmen

**FROM:** Christine Willander, Administrative Assistant *Call*

**DATE:** July 21, 2016

**RE:** Special Event Application – Run from Addiction

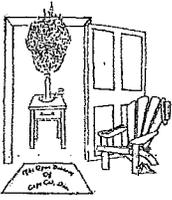
At the request of the Town Manager, I am submitting the attached Special Event Application for your consideration. The applicant, Joan Peters-Gilmartin, representing The Open Doorway of Cape Cod, Inc., is requesting to hold a relay event to raise awareness of National Addiction Recovery Month. The event would take place over two days and would include placement of a 12"x 18" purple flag at the Mashpee Police Department. The first runners will arrive in Mashpee at approximately 11 a.m. on September 24, 2016.

The applicant has provided the following supporting documents:

- Certificate of Insurance
- Route map

This application was circulated to the various Town departments, and the following comments/requirements were made:

- DPW – approved, suggests the applicant posts notice along the route as a heads-up for motorists
- Inspections – approved without comment
- Fire – approved without comment
- BOH – approved, provided portable toilets are available at any Mashpee points of assembly
- Police – approved without comment



# The Open Doorway of Cape Cod, Inc.

PO Box 520, North Eastham, MA 02651 • Phone: (844) THE-ODCC  
E-Mail: [theopendoorcapecod@gmail.com](mailto:theopendoorcapecod@gmail.com) Online: [www.theopendoorofcapecod.org](http://www.theopendoorofcapecod.org)

RECEIVED

2016 JUN -8 PM 12: 49

OFFICE OF SELECTMEN  
TOWN OF MASHPEE

June 1, 2016

Dear *Office of Town Manager / Ms. Christine A. Willander*

I am writing to your Town Administration and Police Department as a representative of the Board of Directors of THE OPEN DOORWAY of CAPE COD (ODCC). We are an Eastham, MA based, non-profit organization that provides our citizens with a comprehensive range of addiction and recovery resources, including : arranging access to services, providing community education programs, and advocating for policy and legislation changes at the state and federal level.

In 2015, ODCC in partnership with Christopher Santos, of Mashpee, MA, organized what was to be the first Annual Purple Flag Relay on September 26 and 27th. This event was held in September as that is National Recovery Month, and the goal was to raise awareness about the Public Health epidemic of addiction that plagues are communities. Small relay teams from each Cape town, consisting of 2-6 persons, carried purple 12"x18" flags from Bourne to Provincetown over those two days, planting one flag on the Town Hall or Police Department lawn for each town. Local and Boston media outlets promoted our campaign. The purple flag is representative of recovery from addiction, originated by former NBA point guard, Chris Herren, from New Bedford, who has spent his post NBA career in recovery doing public education and raising awareness in schools with The Herren Project.

For 2016, ODCC will be taking sole responsibility for organizing this event to be held over September 24-25. On Saturday, the Bourne team will start the first leg from the Bourne Public Library and the last leg of the day will end in Chatham. On Sunday, the flag team will leave from Brewster and the final team will arrive that afternoon at the Provincetown Town Hall. Each day the relay team will be finished before dark. Last year we did not require any police or town staff use. However, this year, the ODCC would like to invite any town employees to volunteer to participate as runners on the town teams. This year the ODCC requests from each town permission for the relay team to pass and to plant the flags on Police Department lawns specifically, in the hope of creating an active partnership with our Cape public safety offices. We will plan to end the day at the Provincetown Town Hall, as we did last year, and once again offer resource tables for the public. The last relay team would plant their flag at Provincetown Police Department. We are going to file an application for an ODCC Run from Addiction is Finish Line Banner for the event from Provincetown.

I am submitting this letter to you to explain our intent and will undertake to complete any application filing that is required. I have already made initial contact with Town Administration staff. I hope that you will contact me if you have any further concerns or questions and I will be happy to meet with any town board that requires a representative from ODCC to make a formal presentation of this request.

Regards,

*Joan A. Peters-Gilmartin*

Joan A. Peters-Gilmartin, PA-C, MHP; Board Member, ODCC  
[japgpac@aol.com](mailto:japgpac@aol.com). (508)-524-8022

*The Open Doorway of Cape Cod, Inc. is a 501(c)(3) nonprofit organization. Your contribution is tax deductible to the extent allowed by the law. No goods or services were provided in exchange for your generous donation.*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/14/2016

<b>PRODUCER</b> East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley, CA 95945 Phone: (530) 477-6521 Email: info@theeventhelper.com	<b>THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>	
	<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b> The Open Doorway of Cape Cod, Inc. Rachel Tinney P. O. Box 520 North Eastham, MA 02651	INSURER A: Essex Insurance Company	39020
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR/ADD'L LTR/INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	Y <input checked="" type="checkbox"/> GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> Host Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> Retail Liquor Liability	3DS5450-M1843307	09/24/2016	09/26/2016	EACH OCCURRENCE INCLUDES BODILY INJURY & PROPERTY DAMAGE \$ 1,000,000
					MED EXP (Any one person) \$ 5,000
					PERSONAL & ADV INJURY \$ 1,000,000
					GENERAL AGGREGATE \$ 2,000,000
					PRODUCTS - COMP/OP AGG \$ 1,000,000
					DEDUCTIBLE \$ 1,000
					\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$
					BODILY INJURY (Per person) \$
					BODILY INJURY (Per accident) \$
					PROPERTY DAMAGE (Per accident) \$
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$
					OTHER THAN EA ACC \$
					AUTO ONLY: AGG \$
	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$
					AGGREGATE \$
					\$
					\$
					\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS OTH-ER
					E.L. EACH ACCIDENT \$
					E.L. DISEASE - EA EMPLOYEE \$
					E.L. DISEASE - POLICY LIMIT \$
	OTHER				

### DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Certificate holder listed below is named as additional insured per attached CG 20 26 07 04.  
 Attendance: 100, Event Type: Marathon - Walking or Running Event.  
 Primary/Non-Contributory wording applies per attached MEGL 0010 03 11.  
 Waiver of Subrogation applies per attached CG 24 04 05 09.

### CERTIFICATE HOLDER

The Open Doorway of Cape Cod, Inc.  
 TOWNS OF: Bourne, Falmouth, Sandwich  
 Mashpee, Barnstable, Yarmouth, Dennis,  
 Harwich, Chatham, Brewster, Orleans  
 Eastham, Wellfleet, Truro, Provincetown  
 64 Dory Lane  
 Eastham, MA 02642

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

## WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

**Name Of Person Or Organization:**

The Open Doorway of Cape Cod, Inc.  
TOWNS OF: Bourne, Falmouth, Sandwich  
Mashpee, Barnstable, Yarmouth, Dennis,  
Harwich, Chatham, Brewster, Orleans  
Eastham, Wellfleet, Truro, Provincetown  
64 Dory Lane  
Eastham, MA 02642

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

ODCC: "RUN FOR RECOVERY" PURPLE FLAG RELAY  
DAY 1: SEPTEMBER 24, 2016

(2)

SOUTH OUTER RD

↓  
(R) GENERAL ST.

↓  
(L) SIMPKINS RD

↓  
OAFB / FALMOUTH - MASHPEE GATE

FALMOUTH

↓  
SANDWICH RD

↓  
(R) BRICK KILN RD

↓  
(L) GIFFORD ST

↓  
(L) MAIN ST / RTE 28

↓  
\* FALMOUTH POLICE DEPT

\* PURPLE FLAG PLANTING SITE

↓  
RTE 28 / DAVIS STRAITS

↓  
TEATICKET HWY

↓  
E. FALMOUTH HWY

↓  
(L) OLD MEETINGHOUSE RD

↓  
(R) OLD BARNSTABLE RD

↓  
(R) RTE 151

MASHPEE

↓  
(L) FRANK HICKS DR

↓  
\* MASHPEE POLICE DEPT

ODCC: "RUN FOR RECOVERY" PURPLE FLAG RELAY  
DAY 1 SEPTEMBER 24, 2016

(3)

MASHPEE

\* MASHPEE POLICE DEPT

↓  
RTE 151

↓  
(L) GREAT NECK RD

↓  
(R) ASHERS PATH

↓  
PAPNOMETT RD

↓  
ORCHARD RD

↓  
(L) QUINAQUISSET RD

↓  
(L) SANTUIT RD

↓  
OLD OYSTER RD

↓  
(R) SAMPSONS MILL RD

↓  
PUTNAM AVE

↓  
OLD PUTNAM AVE

↓  
CROSS RTE 28

↓  
COTUIT MAIN ST / RTE 119

↓  
(R) LOVELLS LA.

↓  
SOUTH COUNTY RD

↓  
(L) BUMPS RIVER RD

↓  
MAIN ST / CENTERVILLE

↓  
PINE ST

↓  
(R) WEST MAIN ST.

\* BARNSTABLE TOWN HALL

\* PURPLE FLAG PLANTING SITE

- VIGIL ENDS DAY 1

BARNSTABLE



RECEIVED

2016 JUN -8 PM 12:49

# Town of Mashpee

## Special Events Application

### PART I

Date of Application June 1, 2016

Application must be completed and returned to the Selectmen's Office, 21 calendar days prior to the commencement date of the event. THE OPEN DOORWAY OF CAPE COD, INC

Name of Event "RUN FROM ADDICTION" - PURPLE FLAG RELAY  
(i.e. organization, company etc.)

Address P.O. Box 520 N. Eastham, MA 02651 Telephone No.                     

Tax I.D. No. 501(C)(3) and 509(a)(2) # 47-3755121

Name of Applicant JOAN A. PETERS - GILMARTIN, BOARD MEMBER  
(i.e. individual/representative of organization)

Address PO Box 520 N. Eastham, MA 02651 Telephone No.                     

Date of Birth                      Social Security No.                     

Type of Event Public Education & Awareness of National  
Addiction Recovery Month. (see attached letter of intent)  
2-6 runners per team from one Cape town to the next  
over 2 days planting a 12"x18" flag at each town police facility

Date(s) of Event SEPTEMBER 24, 2016 Time(s) of Event first relay team  
leaves Bourne at 7:30 AM; will arrive in Mashpee  
from Falmouth approximately 11:00 am

## TOWN OF MASHPEE PUBLIC/SPECIAL EVENTS REGULATIONS

### SELECTMEN'S OFFICE CRITERIA

1. Application must be completed and returned to the Selectmen's Office 21 calendar days prior to the commencement date of the event.
2. Bond and/or insurance requirements must be attached to the application.

### POLICE DEPARTMENT CRITERIA

1. Police official(s) upon review of the public/special event application shall determine the need for a private police detail to conduct order maintenance, security and/or traffic control, and
  - a. If a private detail is required, determine the number of shifts and officers required.
  - b. Determine if advanced payment for detail officers is required.
2. When applicable, police officials upon review of a public/special events application and/or after conducting an on-site inspection/survey, will ascertain what crime prevention/security measures should be implemented prior to commencing the event.
3. The applicant/organization must provide a roster(s) containing the name, date of birth and motor vehicle data of all employees/officials, vendors and security personnel upon presentation of the public/special events application to the police official(s) review of said application.
4. The Police Department shall investigate public special events' applications submitted to the Police Department from the Board of Selectmen's Office. The Department shall investigate the legality of the event applied for and the applicant's fitness to be in control of such event.

### FIRE DEPARTMENT CRITERIA

When applicable, fire-rescue official(s) upon review of a public/special event's application and/or after conducting an on-site inspection/survey will ascertain what fire prevention/ambulance-rescue measures should be implemented prior to commencing the event.

### BUILDING INSPECTION DEPARTMENT CRITERIA

When applicable, the Building Inspection Department upon review of a public/special events application and/or after conducting an on-site inspection/survey will ascertain what provisions of the State Building Code must be complied with prior to commencing the event.

## **BOARD OF HEALTH CRITERIA**

1. Sketch of use of area showing location of display/sale/entertainment/food booths.
2. Estimate of people expected for portable johns.
3. Types of food to be offered, where prepared, when prepared and where served.
4. Are overnight trailers to be used; are they self-contained, where will they be emptied, as Mashpee does not have a facility for this.
5. If serving food, applicant must fill out a Temporary Food Application. This application can be downloaded from the Mashpee Board of Health web-site and must be submitted **2 weeks prior to the event**. If this is a non-profit organization, submission of a 501(c)3 is required. If event starts on Saturday or Sunday, food dispersing areas and johns are to be ready for inspection by 3 p.m. on Friday.

When events are schedule during the week, food dispersing areas and johns are to be ready for inspection at least five (5) hours before opening.

6. ~~State and Mashpee regulations for food handling must be complied with or no food sale will be permitted.~~
7. The vendors will meet with the Board of Health Agent to clear all requirements one week prior to event.



**FIRE DEPARTMENT**

APPROVAL



DISAPPROVAL

Thomas C Rella

Fire Chief

6-15-16

Fire Official Name

Rank

Date

Other requirements/recommendations:

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**HEALTH DEPARTMENT**

APPROVAL

DISAPPROVAL

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Health Official Name

Position

Date

Inspections to be conducted by Health Agent

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Other requirements/recommendations:

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**POLICE DEPARTMENT**

Thomas Ron

APPROVAL

DISAPPROVAL

Lt

7-19-16

Police Official Name

Rank

Date

Detail Police Officers Needed?  YES  NO If Yes, how many \_\_\_\_\_

Detail Duty Days and Hours \_\_\_\_\_

Is an on-site crime prevention/public safety survey needed?  Yes  No

Survey recommendations (surveyor must consider communications, traffic, crowd and possible criminal activity problems).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A roster(s) containing names, date of birth and motor vehicle data of all employees/officials, vendors, security personnel **MUST** be submitted to the police with this application.

Other requirements/recommendations: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Run Run Addiction / Purple Flag Delay*

**FIRE DEPARTMENT**

APPROVAL \_\_\_\_\_ DISAPPROVAL \_\_\_\_\_

\_\_\_\_\_  
Fire Official Name Rank Date

Other requirements/recommendations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**HEALTH DEPARTMENT**

APPROVAL  DISAPPROVAL \_\_\_\_\_

*Ellen E. McR...*

Health Official Name

*Health Agent*

Position

*7/18/16*

Date

Inspections to be conducted by Health Agent *none*

\_\_\_\_\_  
\_\_\_\_\_

Other requirements/recommendations: *Port-a-potties to be provided*

*at areas of assembly for public convenience.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BUILDING INSPECTOR'S DEPARTMENT**

APPROVAL  DISAPPROVAL

Michael Mendonca

BLDG Commissioner 6/13/16

Building Inspector's Official Name

Position

Date

Requirements/recommendations needed (include Town By-Law requirements, Building Code, and other inspections i.e. electric, gas, plumbing, if applicable).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BOARD OF SELECTMEN'S OFFICE**

APPROVAL \_\_\_\_\_ DISAPPROVAL \_\_\_\_\_

Date: \_\_\_\_\_

Permits needed \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PART III**

All applicants are advised that the premises is subject to inspection by the aforementioned Town departments 72 hours prior to the scheduled event and at other reasonable unannounced periods during the scheduled event. Failure to comply with the requirements imposed by the Town departments mentioned in this application may be cause for revocation of permits issued.

I acknowledge the requirements stipulated in this application and will comply with it.

Joan A. Peles-Melenaster 6/1/16  
Signature of Applicant Date



# TOWN OF MASHPEE

# OFFICE OF SELECTMEN

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

## MEMORANDUM

**TO:** Andrew R. Gottlieb, Chairman  
and Honorable Members of the Board of Selectmen

**FROM:** Christine Willander, Administrative Assistant *CW*

**DATE:** July 21, 2016

**RE:** Special Event Application – Private Cookout and Beach Fire

At the request of the Town Manager, I am submitting the attached Special Event Application for your consideration. The applicant, Jeanne Dennis, is requesting to hold a private cookout and beach fire at South Cape Beach. The event would take place after the beach closes on the evening of Saturday, July 30, 2016 and the applicant is anticipating approximately 30 attendees between the hours of 5-10 p.m.

Pursuant to Article II, Section 54-4 of the General Bylaws, the Mashpee Fire Department may issue a permit for the setting of a fire on a Town beach only upon approval by the Board of Selectmen. The applicant has been advised that, in accordance with Article II, Section 54-5 of the General Bylaws, the use of alcoholic beverages and smoking materials on Town beaches is strictly prohibited.

This application was circulated to the various Town departments, and the following comments/requirements were made:

- DPW – approved, provided applicant removes trash at end of event
- Inspections – approved without comment
- Fire – approved, provided responsible, sober adult tends to fire; a shovel, bucket and extinguisher is on-hand; fire must be fully extinguished at end of event; duty officer must be notified at start of event 508-539-1954
- BOH – approved, permission granted by DPW to use existing portable toilets
- Police – approved without comment



# Town of Mashpee

## Special Events Application

### PART I

Date of Application July 19, 2016

Application must be completed and returned to the Selectmen's Office, 21 calendar days prior to the commencement date of the event.

Name of Event cook out - bonfire  
South Cape Beach (i.e. organization, company etc.)

Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Tax I.D. No. \_\_\_\_\_

Name of Applicant Leanne Dennis  
(i.e. individual/representative of organization)

Address \_\_\_\_\_ Telephone No. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security No. \_\_\_\_\_

Type of Event cook out & bonfire

Date(s) of Event July 30, 2016 Time(s) of Event 5 pm - 10 pm

## TOWN OF MASHPEE PUBLIC/SPECIAL EVENTS REGULATIONS

### SELECTMEN'S OFFICE CRITERIA

1. Application must be completed and returned to the Selectmen's Office 21 calendar days prior to the commencement date of the event.
2. Bond and/or insurance requirements must be attached to the application.

### POLICE DEPARTMENT CRITERIA

1. Police official(s) upon review of the public/special event application shall determine the need for a private police detail to conduct order maintenance, security and/or traffic control, and
  - a. If a private detail is required, determine the number of shifts and officers required.
  - b. Determine if advanced payment for detail officers is required.
2. When applicable, police officials upon review of a public/special events application and/or after conducting an on-site inspection/survey, will ascertain what crime prevention/security measures should be implemented prior to commencing the event.
3. The applicant/organization must provide a roster(s) containing the name, date of birth and motor vehicle data of all employees/officers, vendors and security personnel upon presentation of the public/special events application to the police official(s) review of said application.
4. The Police Department shall investigate public special events' applications submitted to the Police Department from the Board of Selectmen's Office. The Department shall investigate the legality of the event applied for and the applicant's fitness to be in control of such event.

### FIRE DEPARTMENT CRITERIA

When applicable, fire-rescue official(s) upon review of a public/special event's application and/or after conducting an on-site inspection/survey will ascertain what fire prevention/ambulance-rescue measures should be implemented prior to commencing the event.

### BUILDING INSPECTION DEPARTMENT CRITERIA

When applicable, the Building Inspection Department upon review of a public/special events application and/or after conducting an on-site inspection/survey will ascertain what provisions of the State Building Code must be complied with prior to commencing the event.

## BOARD OF HEALTH CRITERIA

1. Sketch of use of area showing location of display/sale/entertainment/food booths.
2. Estimate of people expected for portable johns.
3. Types of food to be offered, where prepared, when prepared and where served.
4. Are overnight trailers to be used; are they self-contained, where will they be emptied, as Mashpee does not have a facility for this.
5. If serving food, applicant must fill out a Temporary Food Application. This application can be downloaded from the Mashpee Board of Health web-site and must be submitted **2 weeks prior** to the event. If this is a non-profit organization, submission of a 501(c)3 is required. If event starts on Saturday or Sunday, food dispersing areas and johns are to be ready for inspection by 3 p.m. on Friday.

When events are schedule during the week, food dispersing areas and johns are to be ready for inspection at least five (5) hours before opening.

6. State and Mashpee regulations for food handling must be complied with or no food sale will be permitted.
7. The vendors will meet with the Board of Health Agent to clear all requirements one week prior to event.



**POLICE DEPARTMENT**

Thomas Rose

**APPROVAL**

**DISAPPROVAL**

LT.

7-20-16

Police Official Name

Rank

Date

Detail Police Officers Needed?  YES  NO If Yes, how many \_\_\_\_\_

Detail Duty Days and Hours \_\_\_\_\_

Is an on-site crime prevention/public safety survey needed?  Yes  No

Survey recommendations (surveyor must consider communications, traffic, crowd and possible criminal activity problems).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A roster(s) containing names, date of birth and motor vehicle data of all employees/officials, vendors, security personnel **MUST** be submitted to the police with this application.

Other requirements/recommendations: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FIRE DEPARTMENT**

APPROVAL  DISAPPROVAL

John Phelan  
Fire Official Name

Deputy Fire Chief 7/19/16  
Rank Date

Other requirements/recommendations:

- Adult (Non-drinking) to tend fire
- Need shovel, bucket (water) for extinguishment
- Completely extinguished at end of event
- notify Duty Officer at start of event - 508-539-1454

**HEALTH DEPARTMENT**

APPROVAL  DISAPPROVAL

[Signature]  
Health Official Name

Health Agent  
Position Date

Inspections to be conducted by Health Agent none

Other requirements/recommendations: Portapotties available per DEP.

**BUILDING INSPECTOR'S DEPARTMENT**

APPROVAL NA DISAPPROVAL \_\_\_\_\_

Charles Mantanis

Local Inspector

7/19/16

Building Inspector's Official Name

Position

Date

Requirements/recommendations needed (include Town By-Law requirements, Building Code, and other inspections i.e. electric, gas, plumbing, if applicable).

No provisions of the Mass. Building Code (780 CMR) apply

**BOARD OF SELECTMEN'S OFFICE**

APPROVAL \_\_\_\_\_ DISAPPROVAL \_\_\_\_\_

Date: \_\_\_\_\_

Permits needed \_\_\_\_\_

**PART III**

All applicants are advised that the premises is subject to inspection by the aforementioned Town departments 72 hours prior to the scheduled event and at other reasonable unannounced periods during the scheduled event. Failure to comply with the requirements imposed by the Town departments mentioned in this application may be cause for revocation of permits issued.

I acknowledge the requirements stipulated in this application and will comply with it.

\_\_\_\_\_

Signature of Applicant

Date

RECEIVED

Robert Mendes

2016 JUL 12 AM 9:38

OFFICE OF SELECTMEN  
TOWN OF MASHPEE

July 6, 2016

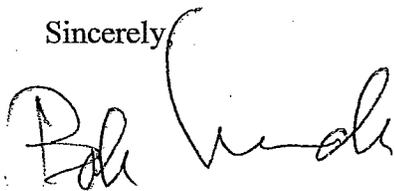
Ms. Mary Bradbury  
Mashpee Town Hall

Dear Mary:

I regret that I must submit my resignation to the Mashpee Special Events Committee. I have served several years and find my schedule no longer will permit me to participate as much as I would like.

I know the committee will continue to grow and go on to bigger and better things. It is one of the town's most valuable assemblages.

Sincerely,



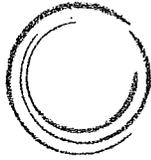
Bob Mendes

Copy: Deb Dami, Town Clerk

MASHPEE TOWN CLERK

JUL 12 2016

RECEIVED BY ms



CAPE COD COMMISSION  
3225 Main Street  
P.O. Box 226  
Barnstable, MA 02630

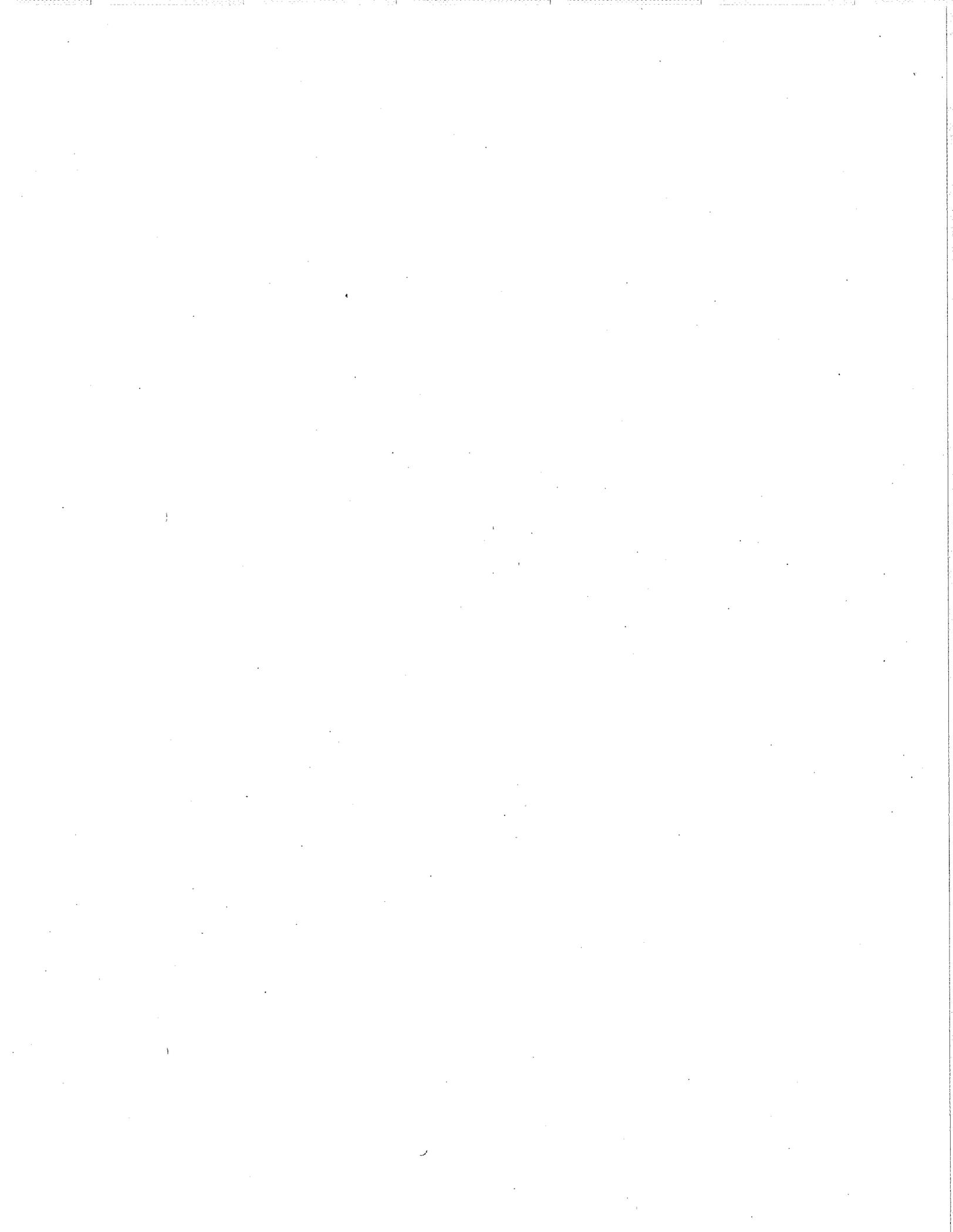
# INVOICE

REMIT TO	INVOICE #	DATE
<b>Barnstable County</b> c/o Cape Cod Commission P. O. Box 226 Barnstable, MA 02630	001260-4201-1604PM	6/28/16

BILL TO
Town of Mashpee 16 Great Neck Road North Mashpee, MA 02649

DESCRIPTION	AMOUNT
Performance Management/OpenGov Project – Year One	\$13,760.00
Less CCC/DLTA contribution	- 8,130.00
Total Town Cost – Year One	\$ 5,630.00
<hr/>	
<b>TOTAL</b>	<b>\$5,630.00</b>

If you have any questions about this invoice, please contact  
[gcoyne@capecodcommission.org]



Memorandum of Agreement  
Between

Barnstable County through  
Cape Cod Commission  
3225 Main Street  
Barnstable, MA 02630

and

Town Manager on behalf of  
Town of Mashpee  
16 Great Neck Road North  
Mashpee, MA 02649

This Memorandum of Agreement (Agreement) is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by and between Barnstable County, acting by and through the Cape Cod Commission (hereafter referred to as the "Commission") and the Town Manager on behalf of the Town of Mashpee (hereafter referred to as the "Town.")

WHEREAS, the Commission has received funding from the Department of Housing and Community Development to provide technical assistance to local communities under the provisions of Chapter 205 of the Acts of 2006, as amended, and

WHEREAS, the Town has requested technical assistance to support its participation in developing a regional analytical tool to collect, report, benchmark and analyze its data, and

WHEREAS, the Commission, through its Strategic Information Office, works with and on behalf of an advisory board known as the Governance Committee comprised of Town Managers from the 15 towns of Barnstable County, and

WHEREAS, on behalf of and in consultation with Governance Committee representatives, the Commission conducted a formal procurement process and has selected OpenGov as its preferred vendor for a three-year term for implementation of Performance Management Analytics per OpenGov's proposal in Attachment B, and

WHEREAS, there are initial implementation costs and annual user license costs for the selected software solution.

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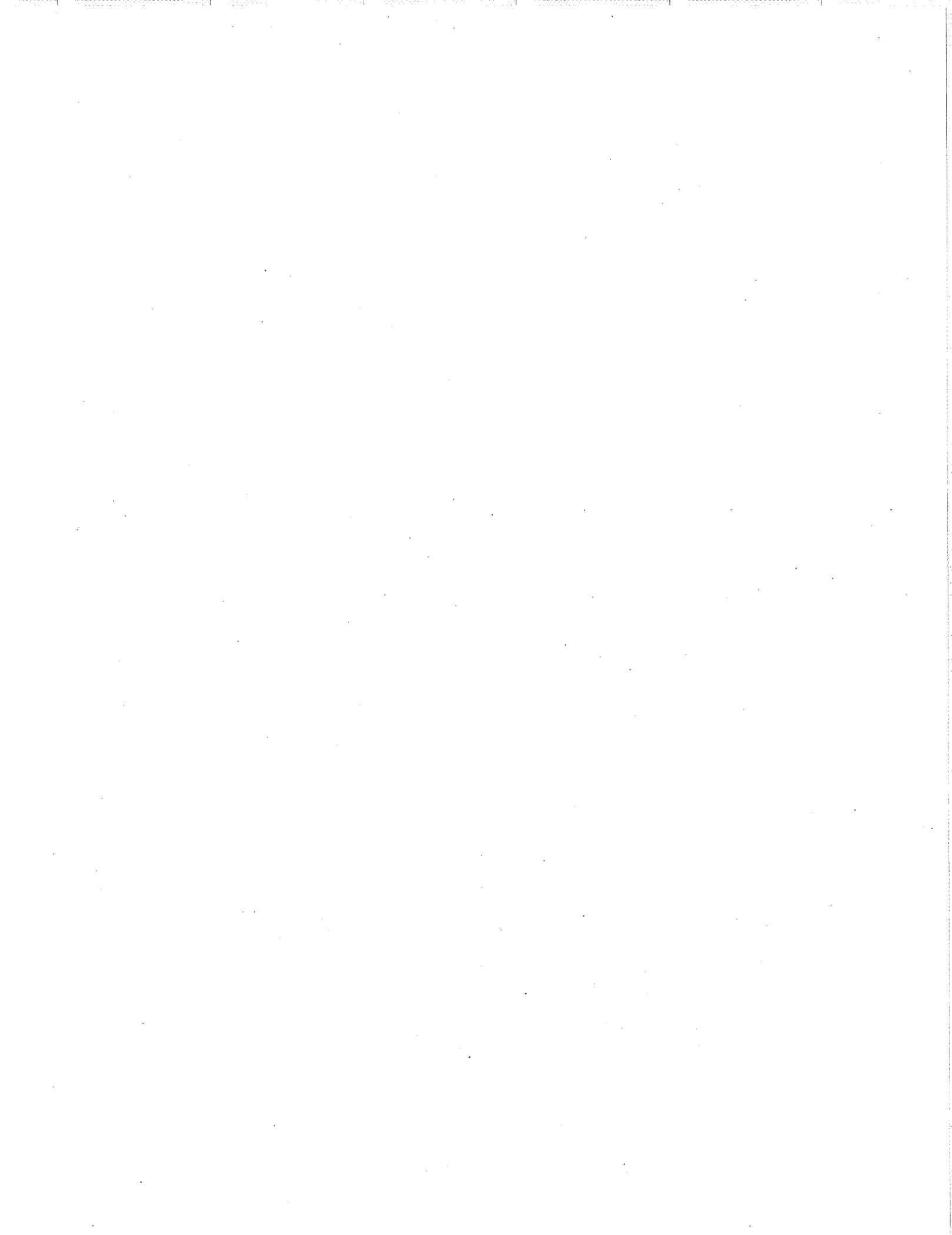
NOW THEREFORE, the Town enters into this Memorandum of Agreement with the Commission.

1. RESPONSIBILITIES OF THE TOWN

- A) The Town agrees to work with the Commission's Project Manager and to commit the necessary personnel, data and other resources to fulfill the requirements of the project implementation.
- B) The Town will have the ability to withdraw from the regional Performance Management Analytics solution if it chooses or if funds are not appropriated to continue. Costs associated with this move, if any, will be absorbed by the Town.
- C) The Town agrees to contribute \$5,630 for initial implementation and to reimburse the Commission for its annual costs beginning in Year 2 of this project as outlined in Attachment A, unless an alternate funding schedule is agreed to by both the Town and Commission.

2. RESPONSIBILITIES OF THE COMMISSION

- A) The Commission shall enter into a three-year agreement with OpenGov as a result of its formal procurement process for implementation of Performance Management Analytics and apply \$8,130 of District Local Technical Assistance funds for Year One of licensing and implementation costs.



- B) The Commission shall maintain financial records of the receipt and expenditure of the funds received hereunder in sufficient detail as needed by participating towns to verify project costs and the application of grant funds and in sufficient detail as may be contemporaneously required to comply with the financial reporting and record keeping requirements mandated by the Bureau of Accounts of the Department of Revenue, or any successor thereto, with respect to the Commission's ordinary custody and expenditure of funds.
- C) The Commission will have the unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement. Data supplied by the Town to OpenGov will be used solely for the purposes outlined in OpenGov's proposal.

3. DURATION

- A) This Memorandum of Agreement shall be effective until June 30, 2019 unless an extension in time is agreed to in writing by both parties.
- B) Either the Town or the Commission may terminate this Agreement by written notice to the other party if the other party substantially fails to fulfill its obligations hereunder through no fault of the terminating party, or if the other party violates or breaches any of the provisions of this Agreement. Such notice shall be delivered by certified mail at least thirty (30) days before such effective date.

4. AMENDMENT

This Agreement may be amended as mutually agreed by both parties in writing.

5. SIGNATORY AUTHORIZATION

The respective signatories hereto represent and warrant that they are duly authorized to execute this Agreement on behalf of the public entity on whose behalf they have signed this Agreement, and that all substantive and procedural preconditions to their effective execution of this Agreement on behalf of said public entities have been satisfied.

6. INTEGRATED INSTRUMENT

\_\_\_\_\_ This Agreement shall take effect as an integrated instrument. \_\_\_\_\_

IN WITNESS WHEREOF, the TOWN and the COMMISSION execute this Agreement this \_\_\_\_\_ day of \_\_\_\_\_ in the year two thousand and sixteen.

FOR BARNSTABLE COUNTY

FOR TOWN OF MASHPEE

\_\_\_\_\_  
John Yunits, County Administrator

\_\_\_\_\_  
Rodney Collins, Town Manager

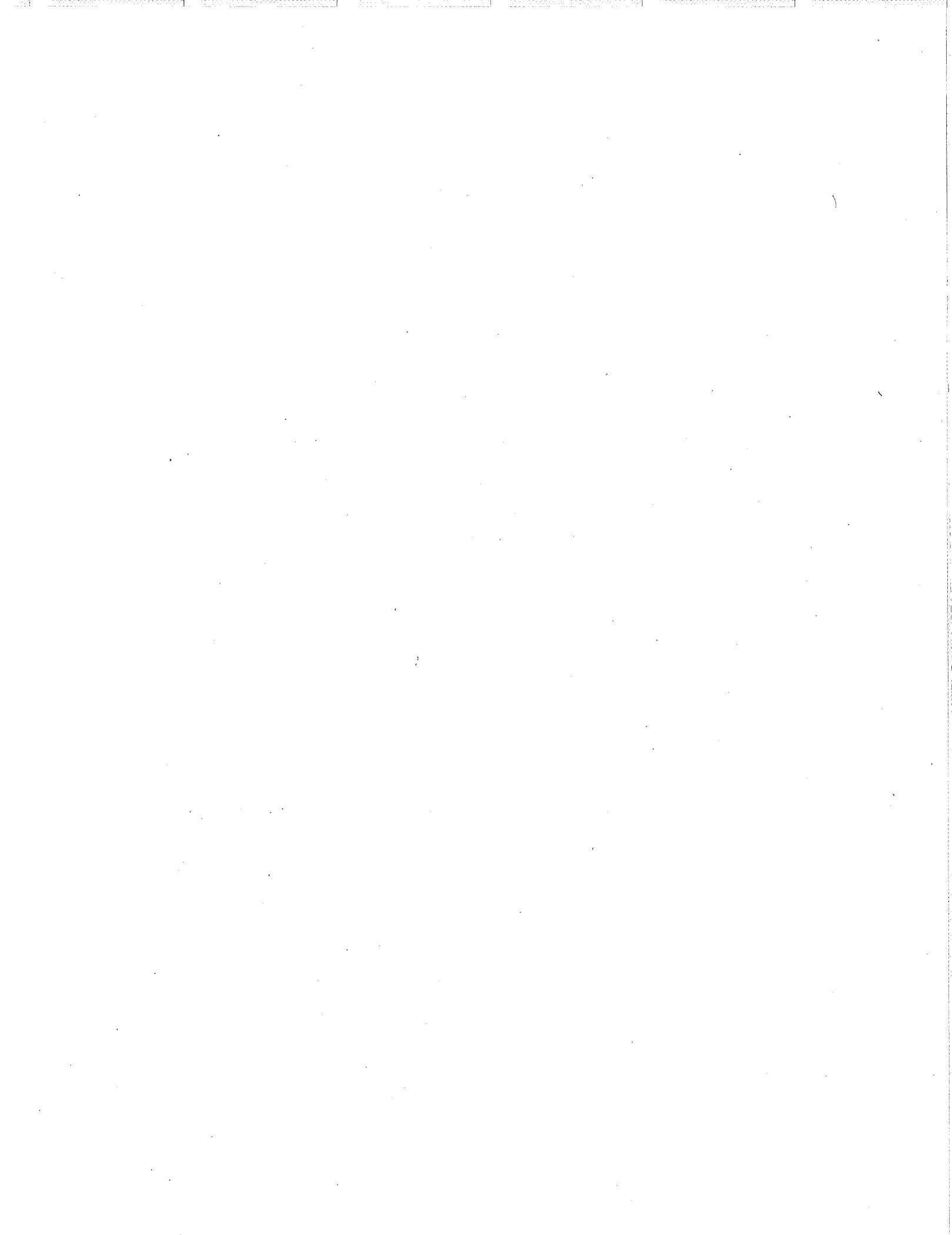
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Date

\_\_\_\_\_  
Date

FOR CAPE COD COMMISSION

\_\_\_\_\_  
Paul Niedzwiecki, Executive Director

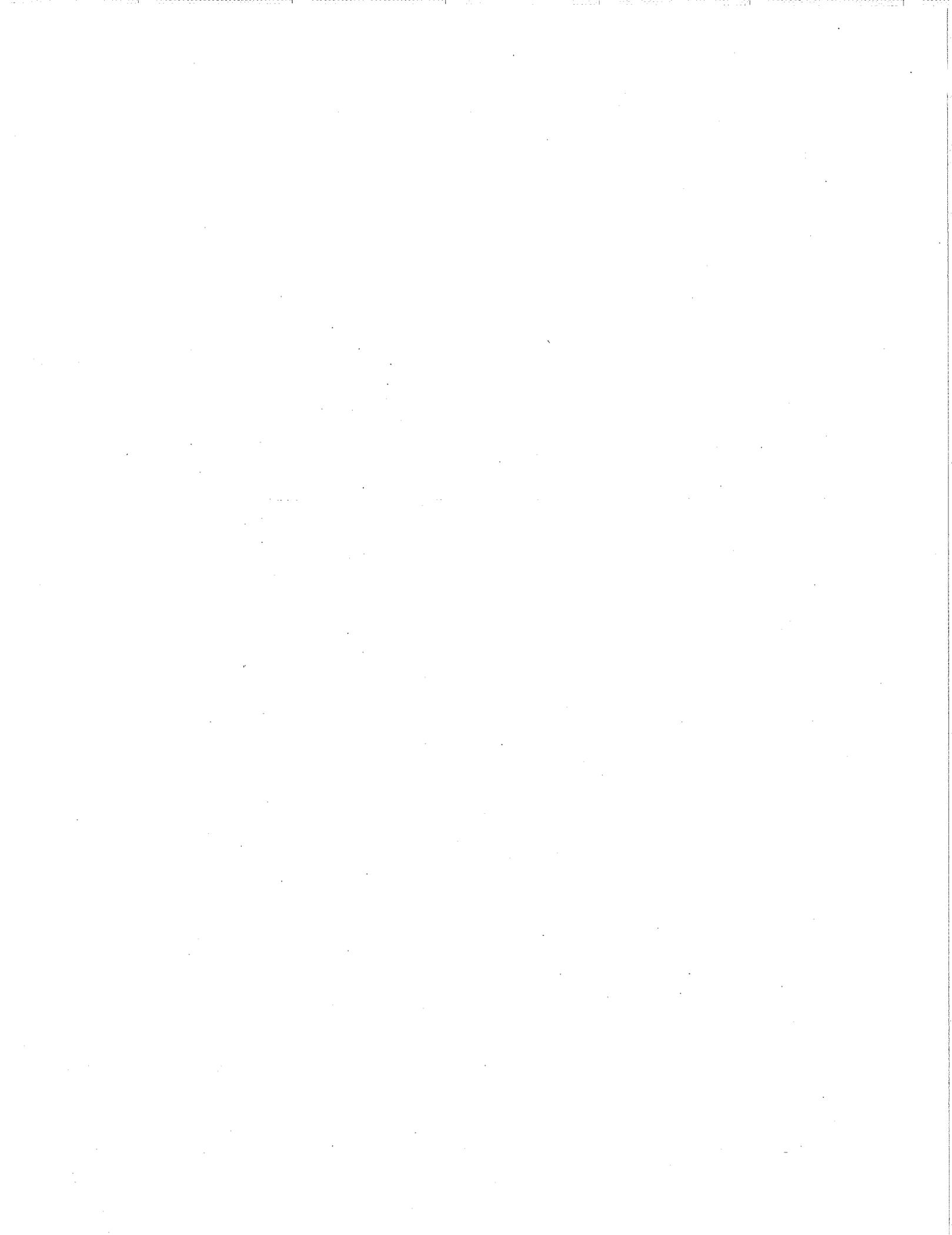
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Date



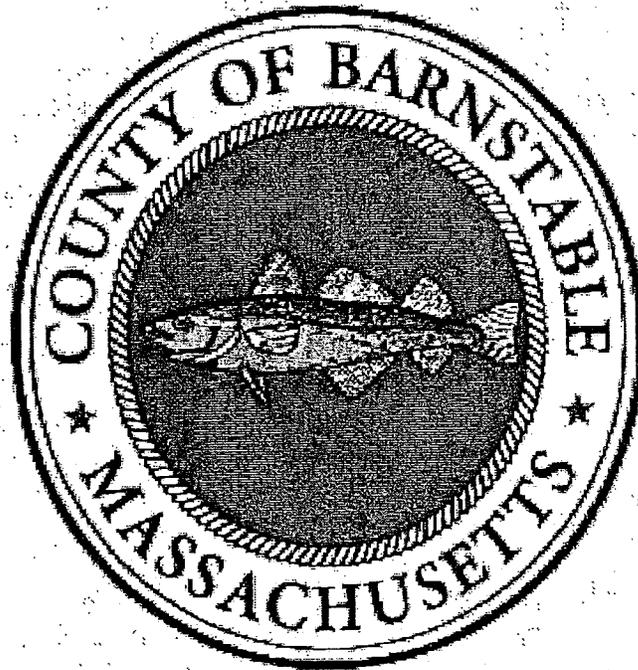
ATTACHMENT A  
OpenGov Performance Management by Town

TOWN	ANNUAL LICENSE COST*	IMPLEMENTATION COST	TOTAL YEAR 1	TOTAL YEAR 2	TOTAL YEAR 3
Barnstable	\$ 16,760	\$ 4,000	\$ 20,760	\$ 16,760	\$ 16,760
Bourne	\$ 11,260	\$ 3,000	\$ 14,260	\$ 11,260	\$ 11,260
Brewster	\$ 8,260	\$ 2,500	\$ 10,760	\$ 8,260	\$ 8,260
Chatham	\$ 9,760	\$ 2,500	\$ 12,260	\$ 9,760	\$ 9,760
Dennis	\$ 9,760	\$ 2,500	\$ 12,260	\$ 9,760	\$ 9,760
Eastham	\$ 9,760	\$ 2,000	\$ 11,760	\$ 9,760	\$ 9,760
Falmouth	\$ 16,760	\$ 4,000	\$ 20,760	\$ 16,760	\$ 16,760
Harwich	\$ 11,260	\$ 2,500	\$ 13,760	\$ 11,260	\$ 11,260
Mashpee	\$ 11,260	\$ 2,500	\$ 13,760	\$ 11,260	\$ 11,260
Orleans	\$ 9,760	\$ 2,000	\$ 11,760	\$ 9,760	\$ 9,760
Provincetown	\$ 9,760	\$ 2,000	\$ 11,760	\$ 9,760	\$ 9,760
Sandwich	\$ 9,760	\$ 3,000	\$ 12,760	\$ 9,760	\$ 9,760
Truro	\$ 8,260	\$ 2,000	\$ 10,260	\$ 8,260	\$ 8,260
Wellfleet	\$ 8,260	\$ 2,000	\$ 10,260	\$ 8,260	\$ 8,260
Yarmouth	\$ 11,260	\$ 3,000	\$ 14,260	\$ 11,260	\$ 11,260

\*Each participating town receives 1 administrator user and 5 reader licenses plus a user license for each elected official. Costs will vary if additional licenses are requested by the Town.



# OpenGov and Ontodia and the Municipalities of the County of Barnstable



Submitted by OpenGov, Inc.  
and Ontodia  
March 16, 2015

CONTACT PERSON  
Neal Block  
NBlock@opengov.com  
(650) 458-0054

COMPANY  
[www.opengov.com](http://www.opengov.com)  
955 Charter Street  
Redwood City, CA 94063  
(650) 336-7167

## About OpenGov

We at OpenGov are pleased to present our world-class "open data" and financial reporting software solution to the Municipalities of Barnstable County. Our team of software technologists, government finance experts, and data scientists is committed to empowering governments with tools to help them improve financial performance, transparency, public engagement, and strategic outcomes. OpenGov will allow the Towns of Barnstable County to complete its initiative toward transparency through software — better serving its citizens.

We are committed to our vision and our mission: to transform the way the world analyzes, shares, compares, and allocates public money by building the first smart, collaborative, comparative SaaS platform to power the 21st Century government.

## Meet OpenGov

OpenGov is a California-based company founded in 2011 and headquartered in Redwood City, CA. Our platform provides financial transparency, data visualization, management reporting, and business intelligence to governments. These tools enable governments to collaborate more effectively, make data-driven decisions, and foster trust and engagement through greater transparency. Our software is a cloud-based, Software-as-a-Service ("SaaS") solution.

OpenGov's platform understands and integrates complex, multi-fund financial data from multiple sources. Our software allows the user to "slice and dice" the data of Municipalities of Barnstable County for new perspectives on the data. OpenGov also uses the Municipalities' specific Chart of Accounts so the data displayed on OpenGov's platform has the same schema as the Town's ERP system. This feature is unique to OpenGov. Our platform is a robust, out-of-the-box, solution that empowers governments with interactive visualizations and applications, streamlined and new insights throughout the planning process, and actionable intelligence for elected officials, executives, administrators, and the public.

We provide one solution for optimizing internal and external reporting, planning, and budgeting across a government or agency. Our network connects organizations and leverages data science to enable better decision-making through improved collaboration and benchmarking. Real-time data feeds of internal and externally available financial and performance data enable data-driven decision-making and show information in context (e.g., scaling data on a per capita basis) without requiring manual effort.

OpenGov currently serves over 800 state and local governments. OpenGov serves customers across the nation ranging in size from large cities and counties like Detroit, MI; Miami, FL; and Minneapolis, MN to mid-size cities and counties like Anaheim, CA; Columbus, OH; Scottsdale, AZ; Georgetown County, SC, and to many small towns like Whitesboro, NY; Middletown, RI; Saratoga Springs, NY; Gulf Shores, AL; Gastonia, NC, and Beaufort, SC.

## About Ontodia

Ontodia provides solutions for unlocking the potential of Big Open Data, for governments of all sizes, and sectors that utilize open data. A two-time winner of NYCBigApps, Ontodia is born of Open Data. After winning the NYCBigApps 3.0 Grand Prize in 2012, Ontodia became the first US professional services partner of CKAN.

Its an active contributor to the several open source projects including CKAN, OpenRefine, Semantic MediaWiki and CitySDK; it maintains several core CKAN extensions; and helps maintain/curate CKAN's global extension catalog at [extensions.ckan.org](http://extensions.ckan.org).

It currently hosts the Open Data portals of Jersey City, Newark, and several other organizations like UNDP-GEF and BetaNYC with its Managed CKAN Platform-as-a-Service.

Ontodia also works with the University of Pittsburgh UCSUR to run the Western Pennsylvania Regional Data Center – heralded as the leading Regional Data Center in the US by the US Open Data Institute – with Ontodia and Accela being selected by UCSUR from among all the open data portal vendors after a rigorous data portal selection process.

It was also just selected by a major New England city for its next-generation open data initiative, converting the existing first-generation Socrata-based portal while integrating the City's existing ESRI based GIS portal to a hosted CKAN-based unified portal.

Relevant to this RFP, Ontodia is scheduled to integrate Accela's e-permitting application in Pittsburgh, to WPRDC's data portal in 2016.

Ontodia aims to "put your open data to work" by contextualizing and humanizing open data using an "Open Infrastructure" approach - Open Data with Open Source with Confidence. It does this primarily with CivicDashboards – its CKAN-integrated Performance-Management Suite.

Since the December 2015 RFP response, OpenGov has also formed a strategic partnership with Ontodia. It will allow users to use financial and non-financial open data to build Performance Dashboards and other data-driven solutions.

For this deployment, Ontodia will offer our full suite of products that we're integrating into OpenGov's offerings. This includes OpenGov Data and CivicDashboards.

## OpenGov and the Municipalities of Barnstable County, MA

OpenGov offers a variety of many applications; those best suited the needs of the Municipalities of Barnstable County, MA are OpenGov Transparency, OpenGov Network, CivicDashboards, and Managed CKAN. The suite will allow the Town to effectively manage its financial and non-financial data, and then engage the public by intuitively presenting that information. Our Customer Success team will work closely with the Town's project manager to ensure a fast and painless implementation process.

OpenGov's suite will empower the Town with the tools necessary to build digital, information-sharing

connections with the public, within the organization, and with other communities. With these connections, the Municipalities of Barnstable County, MA will be able to plan how to meet the unique challenges presented by 21st-century government.

### Submittal Statement

OpenGov has had numerous successful deployments with towns of similar population and budget size. We've built performance dashboards that allow governments to track and meet their goals while providing transparency to the public. Our Customer Success team has extensive experience working with complex government finance to ensure a rapid deployment and continued value. Through OpenGov's offering to the Municipalities of Barnstable County, MA of OpenGov Transparency, OpenGov Maps, CivicDashboards, and Managed CKAN, we allow the Town to complete its strategic goals.

### Scope of Services

CivicDashboards is a Performance Management Suite that will allow the Municipalities of Barnstable County, MA to compute Key Performance Indicators and allow the citizens to see how well the Town is performing against its benchmarks and goals.

OpenGov Transparency is our most popular product, which has been deployed to over 800 customers, and allows government entities to display its financial data to its citizens and the public at large. Additionally, with OpenGov Transparency, the users of the Municipalities of Barnstable County, MA can view the shared reports of other entities in the OpenGov Network.

Lastly, OpenGov has its own managed version of CKAN. CKAN is a next-generation data portal platform based on the same technology used by the largest data portals in the world. OpenGov has modified the platform to allow it to fulfill all the requirements of Section C in the Request for Proposal.

The Municipalities of Barnstable County include:

1	City of Barnstable, MA
2	Town of Bourne, MA
3	Town of Brewster, MA
4	Town of Chatham, MA
5	Town of Dennis, MA
6	Town of Eastham, MA
7	Town of Falmouth, MA
8	Town of Harwich, MA
9	Town of Mashpee, MA
10	Town of Orleans, MA
11	Town of Provincetown, MA
12	Town of Sandwich, MA
13	Town of Truro, MA
14	Town of Wellfleet, MA
15	Town of Yarmouth, MA

### How OpenGov Works

OpenGov acts as the center of truth for your organization and citizens. OpenGov's data platform strives to be platform agnostic and can receive data from an infinite number of sources. OpenGov can either extract

data or work with data extracted from various software and database sources utilized by the City. The most common use is with financial data from an ERP or finance system. This flexibility empowers users to tell their story by combining and leveraging data that is traditionally in silos and difficult to manipulate.



Once data has been uploaded to the OpenGov platform it can be represented interactively and dynamically. OpenGov allows the user to view the data in any format that the user desires. Options include, but are not limited to, raw table form, pie charts, Line graphs, stacked graphs, and tree maps. Users can drill down into each section as far as each desires.

OpenGov's visualization and data flexibility allows for automated creation of management or transparency reports that would otherwise need to be built manually using spreadsheets and legacy data editors. It also permits unprecedented centralized access of all of your actionable data on any device with an internet connection. Users can access OpenGov from any smartphone, iPad, laptop, desktop, in a meeting or at a coffee shop with constituents. OpenGov is wherever you need. Administrators have complete control of what is publically available, and what is internally available or private for specific users. Whether you are a council member, department director, or citizen, OpenGov is the Center of Truth for your organization.

# The OpenGov Solution

## OpenGov Transparency™

Members of the community have a strong interest in monitoring City's finances. OpenGov will provide the Municipalities of Barnstable County with a transparency portal designed for public use and understanding. Transparency gives the public intuitive, always available, views of the City's finances. OpenGov will also assist the City with transforming its existing financial data and visualizing it on the web; matching General Ledger data to the Chart of Accounts, and enabling users to generate their own graphs and charts.



Users will be able to drill down to the object or project level, filter data by fund, department, or object code. OpenGov allows the user to customize his or her format — whether it's a line graph, bar graph, stacked graph or tree map. Explore granular data through OpenGov's checkbook feature, or top-down information through our graphing features.

The City will also be able to direct the public to the most important visualizations. "Saved views" capabilities help answer important questions. For example, a City can direct users to dynamic visualization of how money from a bond issuance was spent. Administrators can annotate any report with notes and supporting documents, ensuring taxpayers understand how their dollars are translating into education services.

OpenGov Transparency enables City to engage the community and staff with interactive annual budget reports and detailed transaction data, improving transparency and information quality with little manual effort. Municipalities of Barnstable County will have full control over what information and views are shared publically.

## OpenGov Intelligence

OpenGov can also provide OpenGov Intelligence, an internal operational reporting and financial analysis solution, to the Municipalities of Barnstable County. OpenGov Intelligence breaks down information silos and spreads current data and insights across the organization. This results in better, data-driven decisions. Users can also customize the access permissions on reports. Powerful reporting capabilities enable staff, management, and elected officials to drill down to the object or project level, filter data by fund, expense type, department, or object code and quickly compare expenditures and revenue to budget.

OpenGov Intelligence provides a number of capabilities, including:

- Budget-to-Actual reports to show performance as granularly as month-to-month
- Static and interactive financial presentations
- Private reports for internal financial analysis
- Reporting of financial and non-financial information to support data driven decisions
- Time savings and efficiencies for City staff

- 24/7 Web-based availability
- Specialized application for government financial data
- Compatible with legacy financial systems through data export
- Network and comparisons capabilities
- Share financial and performance data within the organization, with the OpenGov Network, and with the public via OpenGov Transparency
- Unite nonfinancial and financial data to give citizens a holistic view. Share goals and performance measures across the organization.

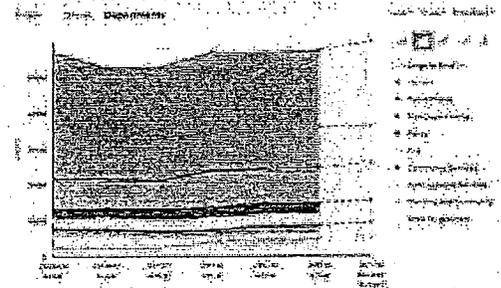
## Sample Report Types

OpenGov Intelligence can utilize the Municipalities of Barnstable County financial data, non-financial, performance, data to create any number or type of reports, including transaction data. Below are examples from OpenGov customers:

### Annual GL Reports

#### "What is a 5-year trend on Overtime spending?"

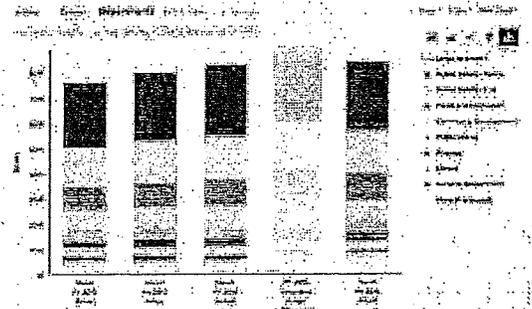
Stakeholders and citizens need data to make actionable decisions. Annual Report allows users to evaluate 'big picture' trends, perform multi-year analysis, and communicate budget plans by visualizing expenses, revenues, or both concurrently. Data can be broken down by Fund, Department, Activity, Division, Program, Unit, Site, Resource, or even Revenue Type and Expense Type. A citizen could use this to see trends on overtime spending or property tax revenues. A city council member could use this to track the spending on capital improvements. This report allows for analysis across multiple funds, all the way down to a single object in your Chart of Accounts.



### Current Year GL Reports

#### "How am I performing compared to the Budget?"

Outside of OpenGov, most financial reports are from either previous years, or future budgets that have not happened yet. Current Year allows users to evaluate monthly trends in the current fiscal year, perform multi-year comparative analysis, and communicate budget to actual variance for both expenses, and revenues. Data can be broken down by Fund, Department, Activity, Division, Program, Unit, Site, Resource, or even Revenue Type and Expense Type. This allows for analysis across multiple funds, all the way down to a single object in your Chart of Accounts. This allows citizens to understand the condition of the city in the



current month. It also allows Department heads, directors, and council members to see how the expenses or revenues are trending against the budget through the most recent month to make sure that small problems today do not turn into big problems later.

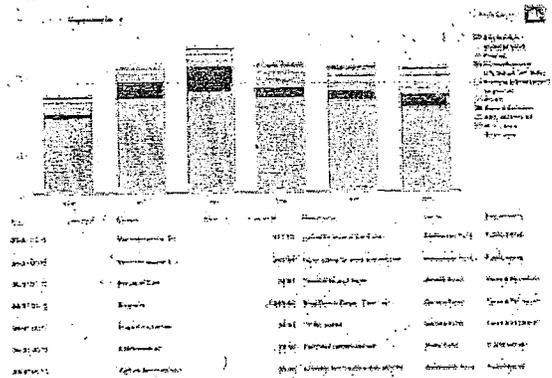
Automatically calculate budget to actual variance in both dollar amount and percentage.

Account	Month FY 2017 Actual	Month FY 2016 Actual	FY 2016 Approved Budget	Month FY 2017 Actual	2016-16 Variance	2016-16 Variance %
Public Safety - Police	\$ 27,243,427	\$ 26,691,308	\$ 24,779,007	\$ 27,555,394	\$ 1,262,043	+5.39%
Public Safety - Fire	15,846,895	17,371,940	17,241,482	17,189,290	-42,192	-0.24%
Parks And Recreation	9,825,962	10,287,506	11,825,219	10,588,535	-1,246,284	-10.57%
Community Development	6,857,516	7,128,605	7,846,576	7,046,777	-793,788	-10.12%
Public Works	5,156,887	5,261,504	5,923,778	5,378,192	-605,586	-10.22%

## Transactions / Open Checkbook Reports

"What have we spent with a vendor in the past 7 years?"

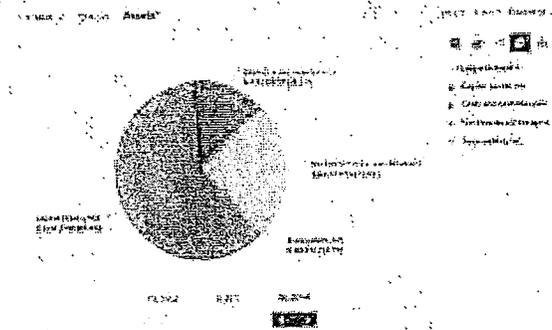
The Transactions report allows users to present and communicate every transaction used to facilitate government activities. Check registers, P-Card, revenues, collections, encumbrances, transfers, can all be tracked in a single filterable report. Filter millions of transactions by type, department, vendor, check date, invoice date – the possibilities are endless. The multiple systems of record into one place for a comprehensive filterable database. OpenGov doesn't care if your data comes from 10 sources, it can all be housed in a single location! We built this report so that no matter where a person is, or what device they have (phone, tablet, laptop) they can understand vendor payments, their totals, and purpose.



## Balance Sheet Reports

"What is our Fund Balance/Cash Balance through June?"

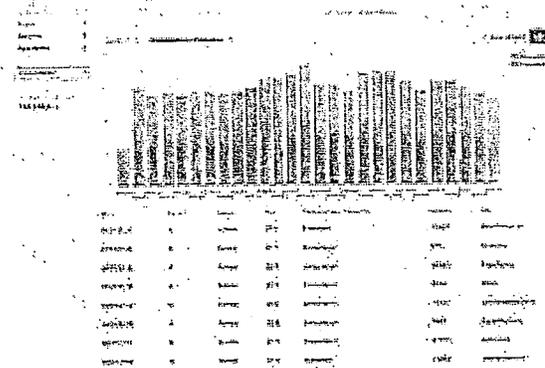
Treasurers and elected need to understand their fund balance and need to monitor their fiscal policy. Balance sheet visualizes the municipalities Assets, Liabilities, and Equities. This allows you to easily provide updates on your cash and investments to the state or auditors. It also allows you to easily visualize the balances in each of your Funds. The biggest advantage, like all of our reports, is the functionality to filter and dynamically drilldown through your own balance-sheet instead of flipping through a pdf document. We have had multiple cities receive improved bond ratings as a direct result of our Balance Sheet visibility. It makes understand the fiscal health of your government possible in clicks of a mouse button vs. hours in a spreadsheet.



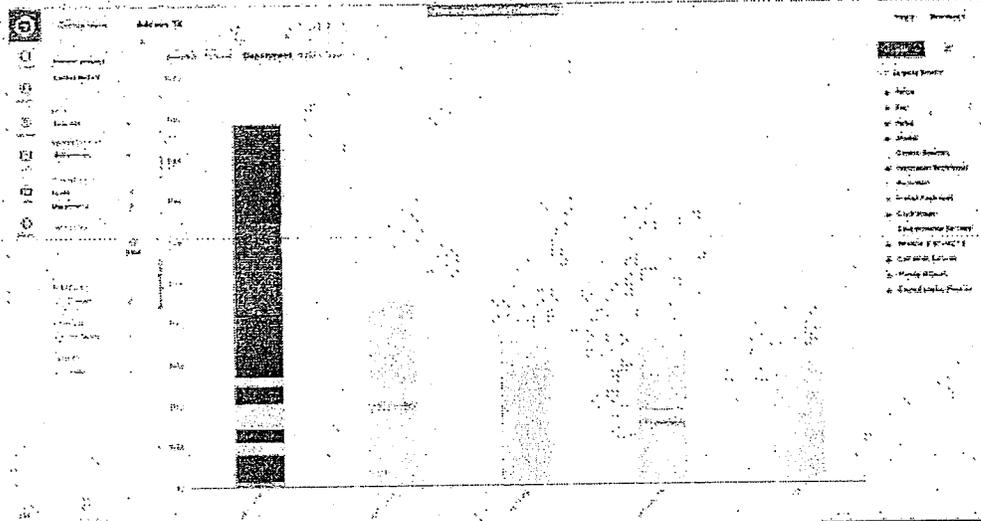
## Performance / Non-Financial Reports

"How are non-financial operations performing against goals and objectives?"

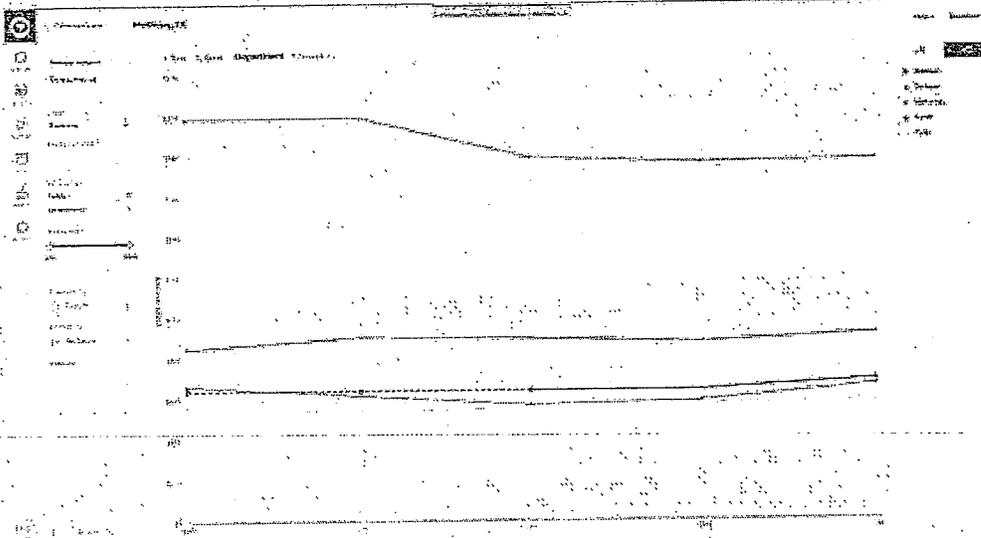
Multiple governments in Texas leverage OpenGov to monitor, present, and communicate their performance metrics. Tracking your goals, and attaching performance metrics to meaningful outcomes is an increasingly popular strategy in government. OpenGov is leading the path for helping governments track performance. Visualize any non-financial data (e.g., 311 response times, utilities reports, crime rates, pet adoptions, etc.) using advanced tabular reports and visualizations.



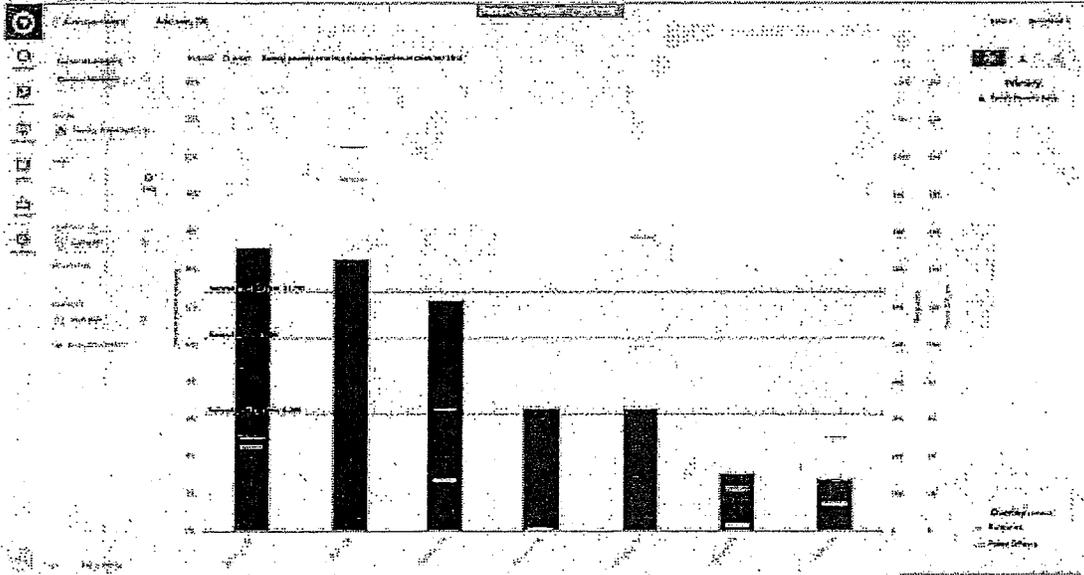




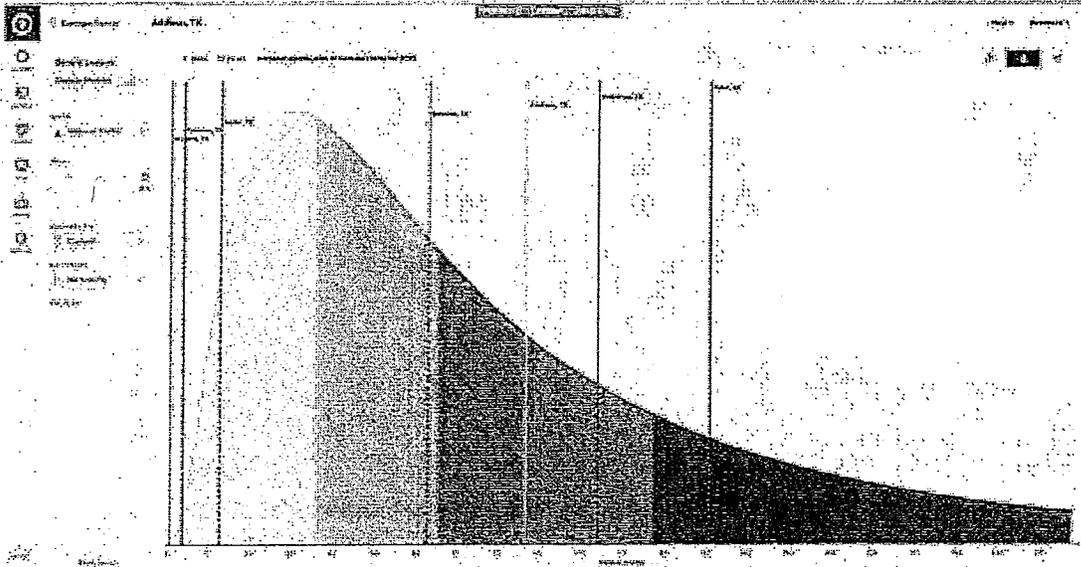
Comparisons facilitates analysis across departments and cities. Users can also easily view granular details within departments



OpenGov Comparisons allows users to see compare historical data as well



OpenGov Comparisons allows cities to compare across non-financial data, performance measures, well. Here cities are comparing family poverty rate by percentile with the overlay of City police officers as well as burglaries.



OpenGov also allows display along a Distribution Graph. Here we are seeing the national distribution of vehicle thefts and where each city falls along the graph.

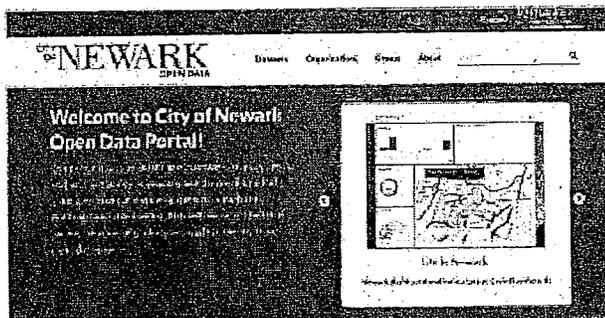
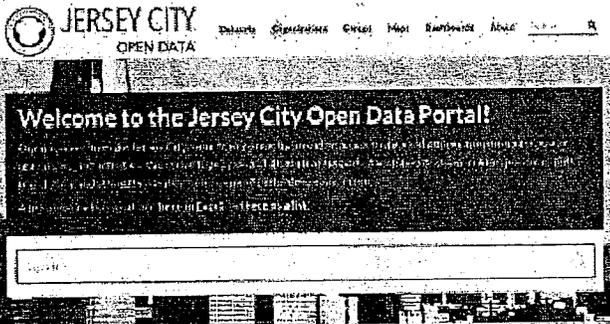
# OpenGov Data

OpenGov Data is an OpenGov-integrated, CKAN-based, data management platform engineered by Ontodia for OpenGov.

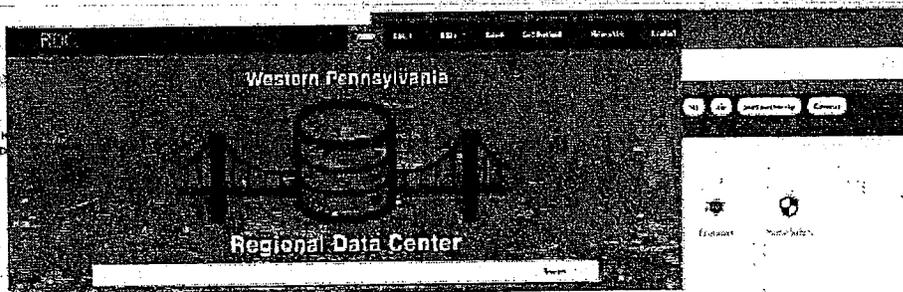
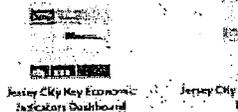
Our managed version of CKAN has been extended with value-added extensions to go beyond a listing of datasets, with cherry-picked plugins maintained and updated from the hundreds of plugins created by the global CKAN community at [extensions.ckan.org](http://extensions.ckan.org) which Ontodia helps curate and maintain.

Available value-added plugins include:

- CartoDB Integration - vastly improving CKAN's built-in geospatial visualization capabilities
- Discourse Integration - engage your community and enable data-driven conversations
- ETL connectors - Ontodia developed connectors for Enterprise ETL (Safe FME, Pentaho Kettle, and OpenRefine). CitySDK support also allows publishing data thru the US Census project.
- OData Connector - to enable connectivity with BI tools like Tableau, Qlik and Necto
- Showcase extension - to showcase open data at work
- Other CKAN extensions currently under development include:
  - Integrated Mapzen Geocoder - geocode and enrich data using a virtuous open data loop. By publishing open address data, you can then geocode and enrich other datasets using local geographies you care about (e.g. beyond lat/long, also get local geographies like precinct, BIDs, flood zone, etc)
  - Integrated Data Science toolkit - Jupyter integration allows you to go beyond just plotting points on a map/chart.

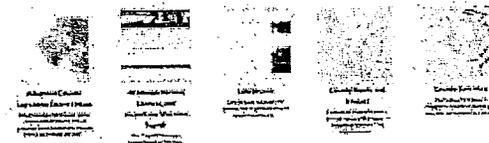


## Dashboards



## Data Center Showcase

Showcase of various data centers and their associated datasets.



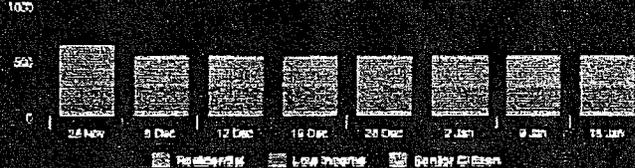
# OpenGov CivicDashboards

## Economic & Housing Development

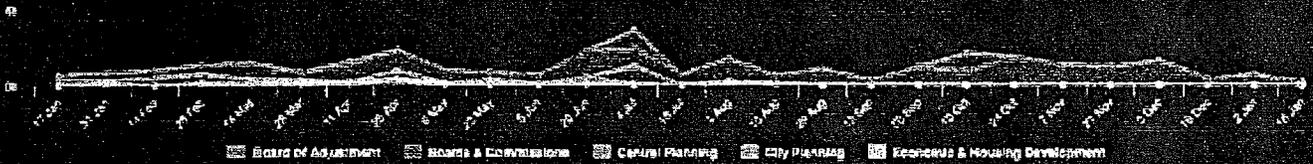
### Development Projects



### Residential Units



### \$ EHD Overtime



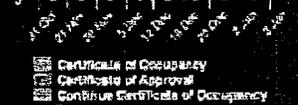
## Engineering

### Building Permits Issued

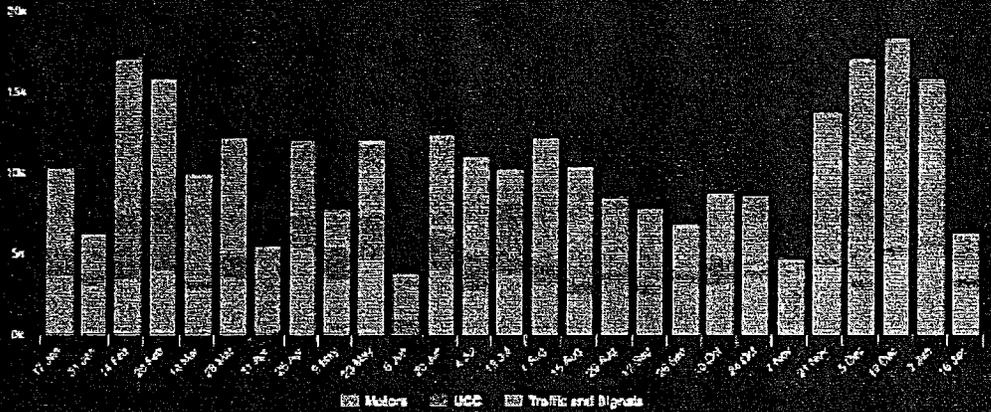
43



### Certificate of Occupancy



### Overtime Paid



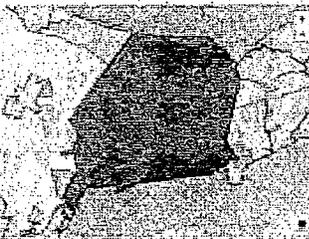
OpenGov CivicDashboards is a white-label, OpenGov-optimized implementation of Ontodia's CivicDashboards. It complements OpenGov Dashboards by allowing authorized users to use data published through OpenGov Data as well as any other third-party data source with a RESTful API. It is constantly updated with maps/data from several high-value sources like the US Census, Department of Labor Statistics, and FBI, so you can see your data in context without having to wrangle data separately. And since it is CKAN aware, authorized users can configure their own custom dashboards through a self-service wizard interface.

Additionally, OpenGov CivicDashboards provides a dashboard framework to create more complex dashboards like the one above (a Weekly Mayor's Dashboard for a major Northeast city) that cannot be created with the self-service wizard.



### Barnstable Town, MA

Population: 44,750  
Area: 114 sq miles  
Density: 392 people per sq mile



#### People



#### Economics



#### Safety



#### Housing



#### Education



#### Finance



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## Unemployment Rate for Barnstable Town, MA

MASS | MASSACHUSETTS | BARNSTABLE TOWN | UNEMPLOYMENT RATE



### METADATA

**Value:** 5.40%

**Value Range:** 0% - 10%

**Geography:** MA

**Geography ID:** MA

**Unit:** PERCENT

**Color:** #E67E22

**Category:** Barnstable Town, MA

**Display:** Line with markers

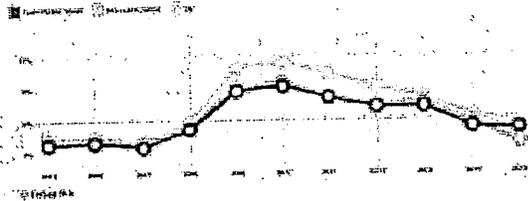
**Source:** BLS

**License:** CC BY

**Published:** Bureau of Labor Statistics

**Updated:** 2013-09-05 10:00:00

Unemployment Rate in Barnstable Town over years



### Other Indicators

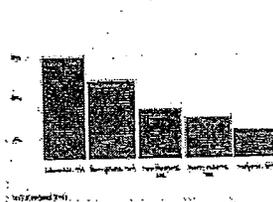
**People:**

- Population of Barnstable Town, MA
- Population of Massachusetts
- Population of MA
- Population of MA by County
- Population of MA by City
- Population of MA by Town
- Population of MA by ZIP Code
- Population of MA by Census Tract
- Population of MA by Precinct
- Population of MA by School District

### Highest Unemployment Rate in Massachusetts

1. Barnstable, MA	9.5%
2. Westfield, MA	6.8%
3. Barnstable, MA	6.0%
4. Barnstable, MA	5.9%
5. Barnstable, MA	5.7%
6. Barnstable, MA	5.6%
7. Barnstable, MA	5.5%
8. Barnstable, MA	5.4%
9. Barnstable, MA	5.3%
10. Barnstable, MA	5.2%

### Unemployment Rate in Cities of Massachusetts



© 2013 CivicDashboards.com  
 This chart uses data from the Bureau of Economic Analysis. As of 2013, the most recent data available for this chart is from 2013. The data is subject to change as more data is collected and processed. The data is subject to change as more data is collected and processed. The data is subject to change as more data is collected and processed.

**CivicDashboards**

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f t y

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940.777.1111

## OpenGov Support, Expertise, Training

We're the experts, have implemented 800+ governments and know best practices. Let us partner with you accomplish your goals.

OpenGov is uniquely positioned as the only platform that is composed of a team of software technologists, government finance experts, data scientists, and amazing investors passionate about helping governments accomplish their goals. Both our team and platform understands complex multi-fund financial data and have centered our core functionality around this concept. While we are a single solution for optimizing internal and external reporting, planning, and budgeting across a government, we prepare robust, out-of-the-box, interactive visualizations and applications that can be customized by either our customer success team, or your administrators. Obviously we will need to assist in your training and assure you know our platform well!

Implementing a new solution should not be intimidating. The Municipalities of Barnstable County can take comfort in knowing that most of our customer success staff and all of our subject matter experts have been accountants, analysts, directors, and administrators in the past. We speak your language, and will assure you quickly and efficiently learn how to leverage OpenGov.

We offer comprehensive training, full implementation, subject matter experts consulting, weekly training webinars, and a robust knowledge base that is accessible for all of your users. We do not charge additional fees for learning how to get value from OpenGov, and we are passionate about you accomplishing your goals.

Further still, we are the only solution that supports a network of 800+ governments that leverages data science and predictive analytics to drive critical insights. These are your peers and we want to connect you with them as well. OpenGov's network has a wealth of expertise and knowledge that we can connect you with. OpenGov's service and expertise is unprecedented and is a significant reason we are the market leader.

## Deployment Specifics

OpenGov data is hosted on Amazon AWS cloud servers and is accessible from any computer with an Internet connection and a web browser.

### Security

OpenGov uses Amazon Web Services (AWS) to host the data. Security information for AWS is available here: <http://aws.amazon.com/compliance/>.

All external and public traffic occurs through HTTPS to prevent man-in-the-middle attacks, namely snooping and tampering with the data. Our servers are only accessible through SSH with private key authentication. Thus, only employees who need access to servers are given access and we practice the principle of least privilege. All server and application logs are sent to a central log server that keeps track of everything occurring. We ensure that only those with valid credentials can access the database and we create nightly backups for our databases that are stored for a week in multiple datacenters. We internally review our security procedures on a quarterly basis.

### IT Infrastructure

The city's current IT infrastructure works sufficiently for the OpenGov deployment.

OpenGov's SaaS will allow the Municipalities of Barnstable County to:

- Analyze data through a user-friendly interface designed to make complex data accessible to every citizen, staff member, and elected official.
- View data in multiple graphical formats: stacked line, percentage stacked line, trend line, bar graph, and pie chart – as well as tabular formats.
- View and analyze data according to the content of the Municipalities of Barnstable County financial data and/or the Chart of Accounts.
- Filter data by simultaneously by fund, department, expense type and any other category present in the Municipalities of Barnstable County Chart of Accounts and view data at any level.
- Display information for multiple departments, division, funds, or financial categories on the same graph.
- Compare current year spending trends to budget and to historical spending trends.
- Download general ledger data to image, table, or spreadsheet.
- View educational and tutorial content designed to introduce users to municipal finance.

The OpenGov SaaS Platform is delivered through the internet as a web-based service with no need to install equipment or software on-site. The OpenGov

Platform will use data from the Municipalities of Barnstable County ERP or accounting system. OpenGov's staff does not need to access the City's internal accounting system.

OpenGov's team will be led by:

- A Customer Success Manager, who will:
  - Handle any non-data questions
  - Provide training and schedule training
  - Provide support when launching the Municipalities of Barnstable County site
  - Keep the Municipalities of Barnstable County informed regarding OpenGov Platform updates
- A Customer Success Architect, who will:
  - Analyze the Cities' data
  - Setup the Chart of Accounts (COA)
  - Answer data-related questions

Contractor recommends the following Project Roles within the Municipalities of Barnstable County:

- Implementation Lead: Main point of contact for the implementation team
- Data Lead: Person who will provide data to Contractor
- Validation Lead: Person who will sign-off on the Chart of Accounts structure
- Project Team: Any other individuals that will be involved in the implementation

OpenGov requires the end user to have an average expertise in utilizing the Municipalities of Barnstable County accounting system and an understanding of the City's Chart of Accounts and General Ledger

Contractor team will:

- Develop a Project Plan in direct coordination with the Municipalities of Barnstable County personnel, similar to the one listed here.
- Take the Municipalities of Barnstable County Chart of Accounts, and configure it within the OpenGov Transparency and Intelligence Platforms to create the OpenGov System.

Action	Responsibility
Description of specific data needs	Contractor
Providing data from the Municipalities of Barnstable County	Municipalities of Barnstable County
Providing data from the Municipalities of Barnstable County systems	Municipalities of Barnstable County
Data Review	Contractor and Municipalities of Barnstable County
System setup and configuration	Contractor and

	Municipalities of Barnstable County
Initial COA Review	Municipalities of Barnstable County
COA modifications	Contractor and Municipalities of Barnstable County
Final CoA review and validation	Municipalities of Barnstable County
Administrator training	Contractor and Municipalities of Barnstable County
Report customization	Contractor and Municipalities of Barnstable County
Provision of external and internal launch materials	Contractor and Municipalities of Barnstable County
Launch	Municipalities of Barnstable County

### OpenGov Data Requirements

*Chart of Accounts:* A document or file explaining the descriptions/names of each segment of the city's account string and includes all departments and funds. Additionally, we'd like to understand the segments' classification and categories. For example, we need to know that fund code 001 is associated to fund description General Fund, which is classified as a Governmental Fund. It is preferred that your Chart of Accounts is in an excel format, but not required.

- Different Budget and Accounting systems are required to use a single Chart of Accounts.
- Account codes must be unique. They should not be fund-dependent, or non-unique account codes (for example, Department 200 means Police when related to General Fund transactions, but means Public Works when related to Special Revenue transactions). If they are, they need to be identified during the initial data review.
- Clearly identify the relationship between the revenues and expenditures, both programmatically and type of transaction.
- Data must be submitted in a flat file format, a single file in the form of rows and columns, with totals or sub-totals, no relationships or links between records including referenced cells and worksheet.

*Annual & Balance Sheet Report:* The most recent GL budget or historical actuals with full account string with all segment codes (i.e. fund, department, revenue/expense object codes, etc.), amounts and all ledger types (i.e. revenues, expenses, assets, liabilities and equity). Include as many years of history as desired. 3-5 years provides a great starting point. All files must be in excel or csv format.

*Current Year Report:* Year-to-date (cumulative) totals for expenses and revenues for each month of the year with full account string with all segment codes (i.e. fund, department, revenue/expense object codes, etc.), fiscal period, budget and year-to-date amounts. Include ledger types (i.e. revenue, expense, transfer) for each account. Include as many months of history as desired. If pulling cumulative monthly actuals is challenging, start with just the current year for now. All files need to be in excel or csv format.

*Transactions/Checkbook Report:* OpenGov can display either transactional or check-level detail using this report template. Many customers use the report to display strictly vendor payments or a check register. However, if you would prefer to display all transaction-level detail, you can do that as well by including every transaction, journal entry, and payroll amount that make up the detail in your GL (may also include revenues and cash receipts). If you are able to provide a complete transactions file with actual and budget, the reports above can be constructed as well. Required columns include the date, amount and account information. Other suggested columns include period, vendor, vendor name, description and check number. All files need to be in excel or csv format.

*FTE/Headcount Report:* OpenGov can display FTE or headcount data from your HR or budget system. Customers use this report to track the FTE/Headcount trends overtime similar to your GL data. This report should include your Department and/or Fund codes and an FTE count. In addition, we can also include Job Code, Position number, position title/classification, vacancy, authorized, union code, FLSA status, or total salary. Include as many years of history as desired. All files must be in excel or csv format.

# GAURAV VERMA

| m. 215-260-1901 | gaurav.verma@gmail.com

## Customer Success and Marketing Executive

Executive with experience in large cap and start-up enterprise software companies with proven leadership in driving high velocity enterprise software organizations with significant revenue pipeline. Build and mentor world-class, modern customer success, customer support, product and marketing organizations by developing a culture of leveraging new strategies and technologies, and fast-paced iteration. Technology Domain Experience: Productivity Software, Mobility, Cloud File Storage, Enterprise File Sync & Share (EFSS), Hybrid Cloud Infrastructure, Big Data, Enterprise Content Management, Security, Business Intelligence, Analytics, Performance Management, Data Management, Revenue Management, Software-as-a-Service (SaaS) and Enterprise Software Business Expertise; Strategic Planning and Business Process Analysis, Enterprise Sales & Marketing/GTM, Sales & Sales Management, Sales Enablement, Product Management, Product Positioning, Marketing Performance Management, Demand Generation / Field Marketing.

### Professional Experience:

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#### OpenGov

*OpenGov is setting a new standard across the country for how governments analyze, share, and compare financial data. With OpenGov's cloud-based platform, state and local governments of all sizes collaborate more effectively, make smarter data-driven decisions, and achieve greater transparency.*

VP Customer Success Sr. Director, Customer Support, Services, and Training | September 2011 to present

#### Syncplicity, EMC

*Syncplicity is the world's most secure enterprise-grade online file sharing and mobile collaboration solution that enables business users to access and collaborate on all their devices, online or offline — with no hassles.*

Chief Customer Officer | September 2012 to September 2015

Since assuming responsibility for Customer Success and Support of the Syncplicity Business Unit at EMC, shortly after the acquisition by EMC, Syncplicity became one of the fastest growing enterprise file sync & share market (EFSS) companies in a highly competitive market. Responsible for all customer success and support activities including pre-sales, deployment, on-boarding, adoption, engagement and support for the Syncplicity business within EMC. Additional responsibilities included information and cloud security. Built a best in class customer success and support team with the some of the largest global deployments with highly engaged users in the EFSS market that drove 3x annual growth. Syncplicity was recognized as a leader with the most visionary rankings in the Gartner Magic Quadrant for two consecutive years with customer success being called out as a strength. Similar positions were also awarded in the Forrester Wave and by other leading analyst firm including Aragon, and Ovum in 2014. Transitioned the company through the divestiture from EMC to Skyview Capital including customer success, support, product management and InfoSec.

#### Enterprise Content Division, EMC

Sr. Dir Product, Industry & Field Marketing, | September 2011 - October 2012

### **Revitas (formerly iMANY)**

*Revitas accelerates revenue by delivering comprehensive, integrated solutions for contract, revenue, and compliance management. Revitas enables companies to create, execute, and manage complex contracts and channel sales incentives effectively and profitably, both on premise and in the cloud.*

#### **VP Product and Solutions | March 2010 to September 2011**

Drive the global marketing strategy and positioning for iMANY's continued market leadership in Life Sciences and expansion into adjacent markets. Key focus areas include brand development, persona-based marketing, messaging, and strategic selling that helps iMANY customers drive transformative and agile business strategies through the innovative use of information, contracting efficiency, and proactive risk and compliance management.

### **SAS**

*SAS is the leader in analytics. Through innovative analytics, BI and data management software and services, SAS helps turn your data into better decisions.*

#### **Global Technology Product Marketing | March 2007 to February 2010**

Institute global market leadership for SAS' Business Analytics Framework, Business Intelligence and Text Analytics products and solutions by driving global marketing strategy and positioning. Develop and lead global marketing programs for SAS' Information Management agenda. Key areas of focus include persona-based marketing, awareness, messaging, and consultative selling for SAS technology solutions that drives significant pipeline and accelerate the return on marketing investments. Develop evidence based global and regional business plans for technology products portfolio including market and segment strategy; sales volumes planning; marketing investment; competitive containment; alliance/partner path to markets; and optimized capabilities stack based on market demand across multiple vertical markets including financial services, insurance, government, health and life sciences, communications, retail and manufacturing industries. Consult extensively with Global 2000 organizations on developing transformative and agile business analytics strategies including maximizing the business utility of information for cost take-out and efficiency, sustainable growth and proactive risk management; develop and manage COE / competency centers; and rationalize infrastructure by leveraging both on- and off-premise alternatives. Work extensively with the field marketing; market research, sales; and product and alliance partner organizations. Author and publish subject matter byline articles, blogs, webcasts and podcasts. Serve as a spokesperson to press and analyst communities and at industry events.

### **Cognos (Acquired by IBM)**

*Cognos is IBM's business intelligence (BI) and performance management software suite. The software is designed to enable business users without technical knowledge to extract corporate data, analyze it and assemble reports.*

#### **Dir. Financial Services Industry | February 2006 to March 2007**

Establish market leadership by implementing proven solutions and marketing strategies in key sectors of the financial services industry. Spearheaded with sales management strategic plans, pipeline development and deal escalation to establish a new license revenue book of business with a double digit run rate in the globally managed account base. Consult with global financial services firms on exploiting their information assets and investments in business intelligence (BI) and performance planning technologies by taking a risk-adjusted approach to rationalizing disparate information tools and processes and developing business intelligence competency centers that establish and leverage reusable best practices. Develop and deploy repeatable sales and marketing strategies including compelling value propositions, sales positioning models,

and highly-relevant solution assets that drive significant revenue pipeline across the diversified financial services market. Based on market and customer requirements cultivate a partner ecosystem that drives scalable solutions. Work extensively with the marketing, sales, product and alliance partner organizations to implement programs including account plans, prospecting and qualification models, collateral, sales kits and website content. Promote the Cognos value proposition in financial services as an industry evangelist and spokesperson with press, analysts and at industry events.

### **Information Builders**

*The leader in enterprise business intelligence, integration and data integrity software.*

#### **Director, Corporate Marketing | October 2004 to February 2006**

Develop and implement global marketing, communications and solution strategies for Information Builders, a business intelligence and integration software technology provider. Develop and deploy compelling value propositions, sales positioning models, and highly-relevant applications across multiple vertical markets including diversified financial services (banking and capital markets), insurance, life sciences, telco, utilities, retail and manufacturing industries. Develop and implement programs including prospecting and qualification models, collateral, sales kits, website content, PR and analyst relations. Participate in high level sales calls, conferences and trade shows.

### **Doculabs**

*the leader in enterprise business intelligence, integration and data integrity software.*

#### **Principle Analyst | February 2001 to October 2004**

Work directly with Fortune 1000 companies providing technology strategy thought leadership through the management of engagements. Projects result in the recommendation of effective strategies and technology solutions to solve a wide array of business problems. This includes consultative selling, maintaining and delivering on a book of strategy consulting services business with enterprise technology buyers and vendors, monitoring the profitability of these engagements, as well as producing deliverables with research and recommendations designed to enable immediate implementation; identifying business strategies and direction; and feasible go-to-market strategies. Vertical focus included performing comparative analysis of product features and functionality, technology strategy sessions, market positioning, sales training, custom market research involving both interpretative qualitative and quantitative analysis, and peer group benchmarking for Treasury Management applications for leading global commercial banks. Other responsibilities include project management, conducting needs assessments, authoring requirements definitions, performing product selection, implementation planning, and developing RFPs for customers in the diversified financial services, insurance, life sciences, telecommunications, petrochemical, utilities, retail and manufacturing industries. Conduct research in emerging technologies with a strong focus on analytical applications including but not limited to Business Intelligence and Performance Management; Business Process Management and Business Activity Management; CRM (Customer Service, Marketing Automation and Sales Automation); Electronic Billing; Secure Document Delivery - to name a few. Apply research findings to real world customer problems to help achieve faster ROI, increase efficiency, and improve customer service. Author presentations for industry conferences and write articles for trade publications.

### **Education:**

The Pennsylvania State University, PA: Candidate for Masters in Hotel Restaurant and Institutional Management  
Widener University, Chester, PA: Bachelor of Science in Hotel and Restaurant Management. Bombay University, Bombay, India: Bachelor of Arts in Sociology  
Sophia Polytechnic, Bombay, India: Associate Degree in Hotel Administration and Food Technology

## Alexandra Harris

855 Charter St. Redwood City, CA 94063  
 aharris@opengov.com

### Career Overview

Managed logistics and supply chain for global Original Electronics Manufacturers (OEM) customers. Produced low-cost, cross-functional systems and work-flow processes for Supply Chain Management (SCM), Sales & Operations Planning (S&OP), and Logistics that directly impacted the value of support. Developed and implemented solutions, tools and strategies that were adopted to save enterprise resource planning costs. I now empower governments through technology at OpenGov.

### Technical Skills

#### Skills

Project Management  
 Product Development  
 Strategic Planning

### Work Experience

#### Customer Success Implementation Lead

January 2014

OpenGov — Redwood City, CA

- Work closely with clients to understand their business needs and formulate best practices for implementing and adopting OpenGov
- Build and maintain a trusted partnership with clients throughout their implementation process
- Collaborate with account managers to scope and respond to client OpenGov needs
- Provide strategic guidance to internal stakeholders to help clients maximize ROI from using OpenGov
- Standardize the implementation process, define the customer journey and key milestones

#### Operations/Supply Chain Manager

April 2007 to January 2014

Melko Electronics — Los Altos, CA

Operations Manager who improved business infrastructure by developing and implementing solutions, tools and strategies. Produced low-cost, high ROI cross-functional systems and workflow processes for Supply Chain Management, Sales & Operations Planning, and Logistics.

#### Supply Chain and Logistics Manager to OEM customers

- Production Planning
- Logistics and Inventory Management
- Customer Communication

#### Business Development Manager

February 2005 to February 2006

All USA Properties — El Paso, TX

Drove quick turn-around of struggling business by streamlining operations, account billing, inventory, customer and employee management.

- Managed hotel, medical offices, and staff
- Improved business infrastructure by upgrading and implementing Visual Matrix software to efficiently manage day-to-day operations and forecast effectively
- Identified aspects of the business best equipped to generate growth and executed plans to support them
- Reduced liability risks by re-accessing insurance policies and working with an internal auditor, local state and government officials to keep up-to-date with licensing and regulations

### Education and Training

Bachelor of Arts: Business Economics, Accounting — 2005

University of California, Santa Barbara — Santa Barbara, CA, USA

JULIA LOUREIRO BENDIX  
250 King St, San Francisco, CA 94107  
JuliaBendix@gmail.com - (305) 458-0504

#### WORK EXPERIENCE

OPENGOV — 2014 — Present  
Customer Success Manager

Redwood City, CA

- Facilitate and drive customer deployments, managing hand-offs between team members and ensuring quality and consistency in customer experience
- Manage 90+ customer accounts to drive adoption, expansion, and renewals

GENERAL ELECTRIC CAPITAL — 2013-2014

Commercial Leadership Program

Sales Support, Diversified Client Group

Charlotte, NC

- Served 12 Fortune 500 clients to develop strategies for credit sales growth
- Project managed business-wide Sales Incentive Program for field sales organization
- Integrated Salesforce.com across client base in coordination with GE Retail Finance National Sales Leader

Client Development, Walmart Credit Card Portfolio

Bentonville, AR

- Joined team at the start of Walmart portfolio's network conversion from Discover to MasterCard
- Developed sales strategy, performed analytics and in turn made recommendations to senior management on expansion of credit program
- As Project Manager of CIO of Walmart Community Accounts, managed a 5-member team to successfully transfer financial and customer data for 65,000 accounts

BLOOMBERG LP — Summer 2012

New York, NY

Product Sales and Financial Analytics Internship Program

- Prospected new customers and managed current accounts via phone and client visits for New York, New England and Canadian sales teams
- Customized Excel models to incorporate Bloomberg macros for FOREX/Commodities market clients
- Developed sales strategy for expanding Bloomberg Terminal sales to previously untapped college market, with final presentation finishing Top 3 within internship class

OFFICE OF US CONGRESSMAN LINCOLN DIAZ-BALART — Summer 2010  
Summer Intern

Washington, DC

- Analyzed house bills and researched key district issues to draft memos for cosponsored legislation
- Replied to seemingly endless constituent mail and attended congressional lectures/briefings

#### EDUCATION

BOSTON COLLEGE — COLLEGE OF ARTS AND SCIENCES — 2009-2013  
Bachelor of Arts and Science in Political Science, Minor in Economics

Chestnut Hill, MA

UNIVERSITY OF SEVILLE — Spring 2012  
Study Abroad Program

Seville, Spain

#### VOLUNTEER EXPERIENCE

JUNIOR ACHIEVEMENT — 2013-2014  
Financial Literacy Teacher

Charlotte, NC/Bentonville, AR

- Taught at local middle schools, tailoring lesson plan to address prevalent community issues

CRITTENTON WOMEN'S UNION — 2012  
English Teacher

Boston, MA

- Taught English classes to immigrant and battered women

# Alysa Majer Zyda

Experienced Government Finance Professional at OpenGov Inc

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## Summary

I am thrilled to be using my more than 11 years of public service finance and budget experience and a passion for public budgeting, to work for OpenGov. OpenGov transforms the way the world analyzes and allocates public money. With more than 500 government customers across 44 states in a rapidly expanding network, OpenGov is the market leader in performance intelligence and financial transparency for government. OpenGov technology empowers administrators to make better policy decisions by measuring budget to actual expenditures, comparing data across departments and other governments and streamlining the budgeting process. Founded in 2012 with headquarters in Silicon Valley, OpenGov works with leading governments of all sizes including Minneapolis, New Haven, and Beaufort, SC. Learn more at [www.opengov.com](http://www.opengov.com). Enjoy helping customers drive accounting & budgeting insights via software? Enjoy working in a open and collaborative environment? Come work with OpenGov!

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## Experience

### Customer Success - Data Analysis & Deployment at OpenGov Inc

September 2014 - Present (1 year 7 months)

OpenGov is a fast-growing venture-backed software company building a web platform for government budget and management reporting. Our mission is to give executives, staff and citizens game-changing new access to important public budget and financial data and driven by the belief that we are creating software that will transform the public decision-making process in ways that improve all our lives. I work directly with Government Finance Staff to help them interpret and format their charts of accounts, general ledger and transaction data for upload to our platform. By welcoming new customers to OpenGov, and preparing their first data sets for upload, our customers rely on my detailed knowledge of government accounting concepts and practices, specific terminology, and reporting norms. In addition, I maintain a relationship with the customers to upload additional data sets on an annual, quarterly, or monthly basis, introduce new features and functionality, and enhance the value of the platform.

### Academic Resources Manager at California State University, Long Beach

December 2012 - August 2014 (1 year 9 months)

- Developed, reconciled, prepared, allocated, analyzed, and oversaw budgets for Academic Affairs, including direct oversight for approximately \$10 million in budgets for the Office of the Provost, Vice Provost, Academic Planning and Graduate Studies, Undergraduate Studies and Advising, and Faculty Affairs.
- Responsible for the development and implementation of policies and guidelines related to the overall direction of fiscal management for four campus support areas. - Serve as the resource person for associate vice presidents, department/program directors and department coordinators for fiscal related matters. Work

closely with various offices on campus to research, analyze and resolve problems and establish policies and procedures. - Supervise directly two fiscal coordinators/managers and serve as a resource person for 10 fiscal coordinators and administrative to ensure accuracy in payments, payroll and fiscal reconciliation. - Responsible for personnel management for four organizational units and serves as the liaison between the associate vice presidents, department/program directors, faculty members, staff and various other University personnel areas. - Managed and coordinated the overall budget implementation and assist the Academic Affairs Administrative Service Managers in multiyear financial projects for the colleges and support areas in the division by developing high level functional excel projection workbooks and other financial tools.

**Sr. Academic Resources Analyst at Cal State Long Beach**

May 2011 - December 2012 (1 year 8 months)

- Quickly learned and explored the University's new Data Warehouse financial reporting system allowing me to communicate and teach others in Academic Affairs how to best use the system to mine information needed to manage College/Support Area budget, including assisting in developing and exploring the new reporting system for the new Research Foundation. - Developed a new excel template for the Division of Academic Affairs to complete a bi-annual \$150 million multi-fund financial assessment compatible with the new CFS/Data Warehouse financial reporting system. - Develop, reconcile, prepare, allocate, analyze, and oversee budgets for Academic Affairs, including direct oversight for approximately \$2 million in budgets for the Office of the Provost, Vice Provost and Faculty Affairs. - Continuously improve efficiencies within the Office of the Provost and Academic Affairs, including implementation of an Academic Affairs group email box for signature processing and implementation of additional electronic document scanning and document storage.

**Management Analyst II at City of Suisun City**

November 2006 - May 2011 (4 years 6 months)

- Developed, coordinated with other City Departments, prepared and oversaw the \$2 million operating and \$5 million capital department budget, purchases and payments (including capital improvement program), and City Council reports. - Developed and monitored the multiple City grant applications, including the City's American Recovery and Reinvestment Act funds of approximately \$1.5 million and successful 2010-11 CDBG General Allocation Grant for \$685,000 to rehabilitate the City's Senior Center. - Managed the City's 12 Maintenance Assessment Districts and Community Facilities Districts of over \$1 million in property assessment fees, including annual public budget meetings and creating work plans with City Departments. - Developed and administered the City's Neighborhood Reinvestment Grant Program, providing over 150 homeowners in 3 years with \$2,500 home improvement grants. - Directed City solid waste and recycling activities, including overseeing franchise negotiations. - Received the 2008 City Manager's Award of Excellence, awarded to one employee annually to the one who exemplified the Suisun City "spirit."

**Administrative Intern at City of Riverside, Office of the Mayor**

June 2003 - August 2004 (1 year 2 months)

- Planned and organized successful monthly open forums between the Mayor and City residents called Mayor's Night Out. - Prepared responses to resident comments, questions and concerns. - Supported staff in Riverside Sister City projects and International Strategic plan implementation. - Researched various projects as determined by the Mayor and other staff members.

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### **Skills & Experience**

**Public Speaking**

**Nonprofits**

**Community Outreach**

**Teaching**

**Public Relations**

**Event Planning**

**Local Government**

**Outlook**

**Customer Service**

**Microsoft Excel**

**Budgets**

**Microsoft Office**

**PowerPoint**

**Government**

**Volunteer Management**

**Data Analysis**

**Analysis**

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### **Education**

**California State University-Long Beach**

Master of Business Administration (M.B.A.), Finance, General, 2012 - 2014

**University of Hawaii at Manoa**

Master of Arts (M.A.), Political Science and Government, 2004 - 2006

**California State Polytechnic University-Pomona**

Bachelor of Arts (B.A.), Political Science and Government, 1999 - 2003

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# Sami Baig

Entrepreneur & Angel Investor

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## SUMMARY

Entrepreneur, technologist and angel investor with experience in different roles from engineering, architecture, strategic planning, project management, application development, data management and business development. Led and managed product development and implemented strategies to generate resources and revenue. Led day to day operating activities, including strategic planning, team development and business strategy. Has strong technical, architectural, cloud computing and devops skills, and is a long time open source and open data advocate. Angel Investor in Data, Mobile and Biotech startups. Specialties: General management, product development, software development, internet marketing, entrepreneurship.

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## Experiences

### President & Co-founder at Ontodia

November 2011 - Present (11 years 10 months)

President & Co-founder at Ontodia a semantic technologies startup to build next generation of Smart Digital Cities. Co-created NYCFacets - "A Smart Data Exchange about all Data NYC" - the grand prize winner at NYCBigApps 3.0.

### CEO at SofoTex, Inc.

January 2006 - November 2011 (5 years 11 months)

Created the company from the ground up by defining a strategic plan and then directing the daily operations. Managed product development and implemented strategies to generate resources and revenue. Led the day-to-day operating activities, including strategic planning, team development, and business strategy.

### Sr. Programmer/Analyst at TCG Software Services

January 2001 - December 2005 (5 years 11 months)

Worked on various web applications for fortune 100 companies like: Sony, Novartis, Pfizer. Some select projects of note below: Lead developer and primary liaison of an open-source Content Management System that powered Sony's award-winning Corporate Communications website. TCG operated this high-profile site using "Site as a Service" model and kept an SLA uptime of 99.99% over 7 years. Team member of ProCInit - a web based information system for all ongoing and recently completed process improvement initiatives and all IT systems and databases used in Pfizer (US and Worldwide). Lead developer for SPOTS (Search for Potential Targets) - a database of proprietary, annotated protein sequences maintained by Novartis as part of its genome target discovery program. Lead developer for CRO Tracker - an application to store profile, contacts, capabilities, clinical research experience, staffing, etc. of Contract Research Organizations (CRO) Pfizer works with.

**Programmer/Analyst at Creative Factory**

February 1999 - May 2000 (1 year 4 months)

Worked as Programmer/Analyst on Web Technologies

**Lecturer Internet Technologies at RMIT University**

June 1998 - February 1999 (9 months)

Taught Internet Programming, Java, JavaScript, RDBMS and Networking courses for undergraduate students.

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**Languages**

Hindi

English

Urdu

Telugu

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**Skills & Expertise**

Software Development

Web Development

Web Services

Cloud Computing

Enterprise Architecture

Software Project Management

Knowledge Management

Mobile Applications

Business Intelligence

SDLC

Start-ups

Linux

Data Warehousing

Databases

Microsoft SQL Server

Oracle

JavaScript

Big Data

Requirements Analysis

SQL

Java

Entrepreneurship

Software Engineering

Web Applications

Amazon Web Services (AWS)

Open Source

SaaS

## Education

### Victoria University

MS, Computer Science, 1996 - 1998

### Osmania University

BS, Computer Software Engineering, 1992 - 1995

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## Honors and Awards

NYC BigApps 3.0 Grand Price Winner

## Interests

Professional Networking, Business Development, Open Source Technologies, Semantic Technologies, Open Data, Big Data, AWS

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# Joel Natividad

Urban Informatics Entrepreneur

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## Experience

### CEO & Co-founder at Ontodia

November 2011 - Present (3 years 3 months)

Ontodia specializes in Big Linked Open Data solutions for Smarter Cities. Its core belief: that bringing transparency to local government through access to actionable information, not raw data, could increase capital flows, produce economic growth and jobs, and significantly reduce the cost of doing business. It is Big Open Data for Smarter Cities - accelerated by leveraging the emerging trends of Big Data, Linked Data (Web 3.0) and Open Data (Gov 2.0). Ontodia's first offering is [pediacities.com](http://pediacities.com). Co-created NYCFacets - the Grand Prize winner at NYCBigApps 3.0.

### Director - Knowledge Engineering Practice at TCG Software Services

August 2008 - November 2011 (3 years 4 months)

Led a multinational team that created knowledge management solutions, using Semantic technologies and mating it with best-of-breed, proven enterprise infrastructure. Worked with several Fortune 50 firms in implementing semantics in the enterprise. Also worked on an industry-leading standardization effort by a well-known healthcare research non-profit to create a semantic, clinical decision support reference system. Part of the team that won the NYCBigApps 2.0 Large Organization Award - NYCDatWeb, submitted in collaboration with Revelytix and Spry.

### Practice Lead - GoldenSource at TCG Software Services

January 2007 - July 2008 (1 year 7 months)

Led the TCG team that supplemented and extended GoldenSource's professional services group, working with several major clients including IBM and Broadridge. GoldenSource is an Enterprise Data Management (EDM) platform that makes it easy to manage critical reference and market data for the financial-services industry. Successfully prototyped a Semantic Data Dictionary that made GoldenSource's "most comprehensive financial data model in the world" more understandable. Actively participated in the EDM Council's then nascent Semantic Repository Initiative to create a standard finance industry ontology - the predecessor of the Financial Industry Business Ontology (FIBO).

### Technical Architect/Product Manager at TCG Software Services

June 2004 - December 2006 (2 years 7 months)

Part of the Process Analytical Technology (PAT) team that successfully piloted a real-time, multivariate, pharma manufacturing monitoring system in Novartis. Invented a novel technique that allowed the team to create a real-time, non-invasive, time-series view of several manufacturing systems that enabled the application of multivariate modeling and prediction techniques. This led to a partnership with Umetrics and

Novartis and the development of rIL - a product for pharma manufacturing multivariate monitoring and forecasting.

**Project Director - TCG Lifescience Practice at TCG Software Services**

January 2002 - May 2004 (2 years 5 months)

Managed and delivered multiple projects for a number of Top 5 pharma companies, leading a team of 30+ engineers around the world delivering multiple, concurrent projects for both clinical and non-clinical applications using a "microprojects" approach. Architected and delivered an High Throughput Screening (HTS) system front-end called SPOTS (Search for Potential Targets) for a Top 5 Pharma.

**Director of Emerging Technologies at TCG Software Services**

September 2000 - December 2001 (1 year 4 months)

Oversaw R&D. Architected and developed an open-source Content Management System that powered Sony's award-winning Corporate Communications site from 2000-2007 - one of the earliest, high-traffic corporate sites that ran on a pure open-source stack. Also managed several accounts in the emerging lifescience practice, landing a Top 5 pharma and setting up one of the first dedicated offshore development centers that worked on clinical & non-clinical systems beyond Y2K conversion.

**Technical Services Manager at TCG Software Services**

September 1997 - August 2000 (3 years)

Oversaw IT infrastructure and managed deployment of WAN over several international offices of both TCG and key customers. Also led several client-facing projects in the then emerging outsourcing industry, doing BPO and Y2K work. Key customers included UAL, AFTRA, CBS, Computer Associates and Sybase.

**Programmer/Analyst; Implementation Engineer at LabVantage Solutions**

November 1990 - August 1997 (6 years 10 months)

Originally with Axiom Systems Group, which acquired Laboratory Microsystems, and became Labvantage Solutions in May 1997. Part of the core development team that created multi-platform Laboratory Information Management (LIMS) solutions. Also worked onsite with customers around the world, gathering requirements and tailoring LIMS implementations. Key customers included NYPD NITRO (Narcotic Investigation and Tracking of Recidivist Offenders), IBM, Disney, Osram Sylvania, Engelhard and Kiwi Dairies (now owned by Fonterra).

**Lecturer - College of Computer Studies at De La Salle University**

December 1989 - June 1990 (7 months)

Taught Management Information Systems One (MISONE) and Systems Analysis and Design (SYANADE). Also taught Turbo Pascal at the IMPACT (Integrated Modular Program for Advanced Computer Training) Center of DLSU.

**Consultant at IBM Philippines**

November 1989 - June 1990 (8 months)

Managed the migration of all major internal publications to an automated desktop publishing (DTP) environment. Trained several personnel in the effective use of DTP equipment. Executed the layout of several publications.

#### **Intern at IBM Philippines**

June 1988 - September 1989 (1 Year 4 Months)

Interned as part of practicum requirements. Also did my undergraduate thesis for "A Discrete Relational Information System (ADROIT)" under the auspices of IBM Philippines.

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#### **Languages**

English	(Native or bilingual proficiency)
Filipino	(Native or bilingual proficiency)
Spanish	(Elementary proficiency)

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#### **Skills & Expertise**

- Enterprise Architecture
- Web 2.0
- Product Development
- Knowledge Management
- Software Project Management
- Web Services
- Software Development
- Requirements Analysis
- Semantic Technologies
- Cloud Computing
- Open Source
- Semantic Web
- Agile Methodologies
- Integration
- Agile Project Management
- SOA
- Outsourcing
- SDLC
- Web Applications
- Big Data
- Enterprise Software

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#### **Education**

- De La Salle University
- MS, Computer Applications, 1989 - 1990
- De La Salle University
- BS, Computer Science, 1985 - 1989

Activities and Societies: Associate Editor, The La Sallian; College Editors Guild of the Philippines; Designated School Representative for Computer Science Inter-University Competition - Clash of the Brains; Debate Society; 2nd Place, DLSU Literary Awards; Member, DLSU Council of Leaders

### **Benedictine Abbey**

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#### **Honors and Awards**

The Outstanding Filipino-Americans in New York 2012, Education, Research & Technology Nominee  
NYC Big Apps 2010, part of the NYC DataWeb team - Large Organization Award NYC Big Apps 2011, Grand Prize Winner

#### **Interests**

semantic web, gov 2.0, open data, big open data, open source, emerging technologies, wikis, artificial intelligence, urban informatics

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#### **Organizations**

##### **SMWCon Spring 2013**

General Chair

March 2013 to March 2013

[http://semantic-mediawiki.org/wiki/SMWCon\\_Spring\\_2013](http://semantic-mediawiki.org/wiki/SMWCon_Spring_2013)

##### **OpenTech NYC 2013**

Speaker

March 2013 to March 2013

<http://www.opentech2013.org/#speakers>

##### **Semantic Technology Business Conference NYC**

Speaker

October 2012 to October 2012

Co-delivered Keynote Presentation at <http://semtechbiznyc2012.semanticweb.com/>

##### **Open Semantic Data Association**

Steering Committee - Charter Member

August 2011 to Present

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#### **Certifications**

##### **The GovLab Academy Coaching Programs**

NYU Polytechnic School of Engineering License 40d3x6do June 2015

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# Neal Block

Senior Account Executive at OpenGov Inc.

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## Summary

Results driven sales and business development professional with an outstanding track record of success and exceeding quota. Top performer year over year. Very ambitious and focused sales technology leader with experience in building trust, loyalty, and solid long term relationships with C-Level stakeholders, elective officials, and key decision makers. Experienced Collaboration specialist with a focus on exceptional interpersonal skills, solution selling, negotiations tactics, strong communication, customer focused, and SAAS technology.

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## Experience

### Senior Account Executive at OpenGov Inc.

September 2015 - Present (7 months)

OpenGov is a venture-backed SaaS company, based in Silicon Valley, CA, focused on delivering cutting edge business intelligence and transparency software to the most underserved industry. OpenGov builds tools to help governments access their financial data, analyze the data, and share it with their citizens. Governments provide services that touch our daily lives, yet governments remain underserved by technology and technologists. Our mission at OpenGov is to deliver world-class software that helps public administration become more data-centric, digital and efficient.

### Senior Account Executive at ACTIVE Network

July 2010 - September 2015 (5 years 3 months)

Consultative selling of large, enterprise licensed and SaaS Government software solutions in a highly competitive environment to net new customers. CRM Systems, Enterprise Revenue Management/POS, Website Solutions, Content Management, Knowledge Management, Recreation and Event Management, into Tier-1 cities in North America. Managed all aspects of deal lifecycle while selling SaaS enterprise software, service, and marketing solutions to the largest municipalities in the U.S. Top three Sales Representatives for 2014 at 135% of Annual Quota, Top Sales Representative for 2012 at 170% of Annual Quota, Generated second highest sales revenue and finished number one for quota attainment for 2011 at 158% of Annual Quota, and finished top Sales Representative for 2010 at 161% of Annual Quota. Top 10% company-wide 2010, 2011, 2012, 2014 and member of elite status President's Club.

### Account Executive at ACTIVE Network

July 2007 - June 2010 (3 years)

Responsible for selling Government Solutions (client-server and SaaS) to the Public Sector Industry and Non-Profit Industry. Ranked top two sales representatives in 2008 and 2009.

**City of Brisbane at Government**

May 2000 - July 2007 (7 years) (remote)

**City of Walnut Creek at Government**

November 1996 - May 2000 (3 years 7 months)

**City of Poway at Government**

July 1993 - November 1996 (3 years 3 months)

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**Skills & Expertise**

SaaS

Enterprise Software

Solution Selling

Business Development

Sales Operations

Leadership

Sales

Marketing

Negotiation

Nonprofits

Salesforce.com

Strategic Partnerships

Government

Account Management

Lead Generation

Sales Process

New Business Development

Social Media

Cold Calling

Cloud Computing

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**Education**

**San Jose State University**

Master's degree Public Administration, MPA - Local Government, 1999 - 2002

**San Diego State University-California State University**

BS, Business Administration and Management, General, 1989 - 1993

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ATTACHMENT A

**CERTIFICATE of NON-COLLUSION AND TAX COMPLIANCE**

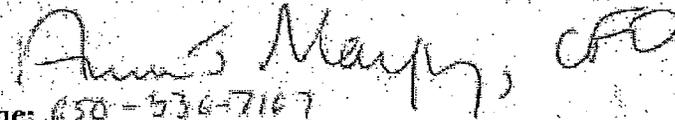
Pursuant to MGL Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to the best of my knowledge and belief, have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

I certify under the penalties of perjury that this proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certificate, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other legal organization, entity or group of individuals.

**Company:** OpenGov

**Address:** 985 Chicker St  
Redwood City 94063

**Signature of Individual Signing Proposal, or Corporate Officer:**

X  Ann's Murphy, CFO

**Telephone:** 650-536-7107

**Social Security Number or Federal Identification Number:**

**SSN or EIN** 30-0717374

**Date:** 3/19/10

Any person or corporation which fails to execute this document will be considered a non-responsive bidder and will be rejected pursuant to MGL Chapter 30B.

ATTACHMENT B  
REFERENCE FORM

Contractor: OpenGov

Reference: Tamarac, FL

Contact: Michael Cernech

Address: 7525 NW 88<sup>th</sup> Ave, Tamarac, FL 3321

Phone: 954-597-3500

Description and date(s) of supplies or services provided:

OpenGov Transparency

Reference: County of Ventura

Contact: Paul Dorse

Address: 800 S. Victoria Ave, Ventura, CA 90265

Phone: 805-662-6792

Description and date(s) of supplies or services provided:

OpenGov Transparency

Reference: County of Riverside, CA

Contact: Ivan Chand

Address: 3900 Main Street 6<sup>th</sup> Floor Riverside, CA

Phone: 951-955-1127

Description and date(s) of supplies or services provided:

OpenGov Transparency

Attach additional sheets if necessary.



TO: Board of Selectmen  
FROM: Andrew Gottlieb, Chairman  
DATE: July 21, 2016  
RE: Town Manager priorities and goals

Pursuant to the contract between the Town and the Town Manager, the following FY 17 goals for the Town Manager are recommended for adoption by the Board. These goals are the result of conversations with the Manager and reflect our joint sense of explicit tasks that should be addressed in the coming fiscal year. Obviously, there are many day-to-day tasks not included within these goals and it is mutually understood that the Manager will address all those tasks needed to provide for the efficient operation of the Town. These goals are a joint articulation of specific priorities that are also important and that will be used to meet our oversight and contractual obligation to fairly evaluate the manager's performance on an annual basis.

#### TOWN MANAGER GOALS FOR 2016-17

- **Noise Bylaw**  
Draft for consideration, legal review and vote at Town Meeting an update to the existing noise bylaw.
- **Memorandum of Understanding**  
Draft MOU for review with the Library Board of Trustees terms and conditions for appointment and evaluation of staff consistent with proper authority recognized and delegated.
- **Complete transition of Department of Natural Resources**  
Finish office at Town Hall for DNR. Transfer office furnishings and operational items to Town Hall. Complete identity of vehicles and uniforms for DNR. Appoint Harbormaster and DNR Director with emphasis on operational mission of newly established department.
- **Financial Blueprint - PRIORITY**  
Submit, review and finalize a "road map" of financial direction or commitment with the Board of Selectmen for purposes of identifying short-term and long-term goals and needs relating to expenses beyond regular operations and mission critical needs.
- **Policy Update**  
Review town policies and submit recommended amendments, revisions, repeals, or adoptions for consideration.
- **Projects and Programs**  
Establish a monitoring system for department projects and programs with proposed start dates; actual start dates; proposed completion dates; actual completions dates; status; costs, if any; and relevant comments or activity on subjects.
- **Task Force to combat off-highway vehicles**  
Establish working task force with members of Conservation Department, Police Department, Department of Natural Resources, Public Works Department, Fire Department, and Tribal Council to address property damage, vandalism, illegal dumping, fire hazards and access points to protected areas for purposes of reducing such activities and implementing collective strategy in response to identified problem.
- **Public Auction**

Inventory all surplus equipment and vehicles. Plan public auction consistent with MA General Laws for purpose of disposal.

○ ***Tax Abatement Program***

Bring a draft policy to the Selectmen for review that is derived from the Council on Aging with input from other department heads. The draft policy shall consist of recommended amendments and revisions to the existing program.

○ ***Wills Work Project***

Prioritize the reconfiguration and access project with the Commonwealth of Massachusetts and DCR. Coordinate planning of any assistance through Department of Public Works.

○ ***Cell Phone Tower Project***

Research feasibility of installation of cell phone tower on Town property in south end of Town for purposes of enhancing coverage and providing revenue source.

○ ***Window Replacement Project***

Prepare funding proposal for October Town Meeting and facilitate window replacement project at Quashnet School through Department of Public Works.