

**AGENDA
BOARD OF SELECTMEN
MONDAY, SEPTEMBER 26, 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, September 12, 2016 Regular Session

APPOINTMENTS & HEARINGS

- 6:30 – Public Comment
- 6:35 – Review and approval of various applications:
 - One-day Liquor License on October 22, 2016, *Mashpee Wampanoag Rod & Gun Club*
 - Screech at the Beach Road Race on October 22, 2016, *Boys & Girls Club*
~ Special Event Application ~ Temporary Signage ~ Request to Waive Sign Permit fee
 - Blood Drive, Temporary Signage, *Cape Cod Healthcare*
 - Blood Drive, Temporary Signage, *Christ the King Knights of Columbus*
 - Request to waive Tent Permit fee, *Cape Cod Children's Museum*
 - Auction, Temporary Signage, *Town of Mashpee*
- 6:45 – Report on water sampling/monitoring conducted by UMass Dartmouth, *Brian Howes*
- 7:00 – Update on County and Cape Cod Commission, *Jack Yunits and Paul Niedzwiecki*
- 7:30 – Public Hearing: Request for Modification of Entertainment License, *Finally Dino's*

COMMUNICATIONS & CORRESPONDENCE

- 1) Memo regarding Surplus Supply Disposition, *Town Manager*
- 2) Proclamation, *Lights On Afterschool Day*

OLD BUSINESS

NEW BUSINESS

- 1) Approval of appointment as Records Access Officer and Alternate Records Access Officer, *Deborah Dami and Margaret Santos (respectively)*
- 2) Approval of appointment to the Cultural Council, *MaryKate O'Brien and Nina Cocomazzi*
- 3) Acceptance of bid recommendation for Baker Boat Ramp Dock/Float Replacement

ADDITIONAL TOPICS

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

LIAISON REPORTS

EXECUTIVE SESSION

**AGENDA
BOARD OF SELECTMEN
MONDAY, SEPTEMBER 12, 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, August 22, 2016 Regular & Executive Session

APPOINTMENTS & HEARINGS

- 6:30 – Public Comment
- 6:35 – Review and approval of One-Day Liquor License and Temporary Sign Applications:
 - Oktoberfest, One-Day Liquor License, *Terrie Cook (Mashpee Kiwanis)*
 - Oktoberfest, Temporary Signage, *Mary Bradbury (Recreation Director)*
 - PetFest, Temporary Signage, *Deborah Dami (Town Clerk)*
- 6:40 – Review and approval of Amendments to Section 5, New Seabury Conservation Restriction, *John Falacci (Project Manager)*
- 6:45 – Conditions & Operating Policies for the Operation of a Communications Center for the Town of Mashpee by the Barnstable County Sheriff's Office, *Sheriff James M. Cummings*
- 7:00 – Update on Transfer Station Operation, *Catherine Laurent (DPW Director)*
- 7:15 – Discussion of October Town Meeting Warrant Articles:
 - Habitat for Humanity housing projects at Orchard Road and Quinaquisset Avenue, *Ed Larkin (CPC) and Leedara Zola (Habitat for Humanity)*
 - Wastewater Plan, *Jeff Gregg (GHD)*

COMMUNICATIONS & CORRESPONDENCE

- 1) Acknowledgement of surrender of General-on-Premises Liquor License effective September 5, 2016, *Artfully Yours*
- 2) Review of correspondence from the Town Clerk relative to the By-law Review Committee

OLD BUSINESS

- 1) Review of additional articles (3) proposed for inclusion in the October 2016 Annual Town Meeting Warrant

NEW BUSINESS

- 1) Review and approval of License to Enter and Use Real Property between Mashpee Commons Limited Partnership and the Town of Mashpee

- 2) Review and adoption of Board of Selectmen Policy #066, Senior Property Tax Work-Off Program, *Lynne Waterman (COA Director)*
- 3) Discussion and approval to grant Conservation Restriction on the Mills Property
- 4) Review and approval of October 2016 Annual Town Meeting Warrant
- 5) Approval of appointment to the Conservation Commission, *Thomas J. O'Neill*
- 6) Approval of appointment to the Mashpee Cable and Advanced Technology Advisory Board, *Morgan James Peters*

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

Meeting Called to Order by Chairman Gottlieb at 6:40 p.m.
Mashpee Town Hall, Waquoit Meeting Room

MINUTES

Monday, August 22, 2016 Regular & Executive Session:

The minutes were corrected on page nine to amend the wording in the motion as follows: Motion made by ~~Selectman Cotton to reinstate the Entertainment License of Barnstable Pizza & Pasta Co., Inc. d/b/a Finally Dino's LN-2016-0048 Outside Music to include amplification subject to;~~... Motion seconded by ~~Selectman Sherman~~ with the following: Motion made by Selectman Cahalane to allow Barnstable Pizza & Pasta Co., Inc. d/b/a Finally Dino's; LN-2016-0048 to provide for the testing of the new amplification system over the next two weekends subject to; no increase in the ambient noise, plus or minus 10% measured by the Town of Mashpee at the intersection of Sassacuss Road and Pequot Avenue. Motion seconded by Selectman Cotton.

Motion made by Selectman Sherman to approve the Regular & Executive Session minutes of Monday, August 22, 2016 as amended.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

APPOINTMENTS & HEARINGS

Public Comment: None at this time.

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APPOINTMENTS & HEARINGS:

Review and approval of One-Day Liquor License and Temporary Sign Applications:

Oktoberfest, One-Day Liquor License, Terrie Cook (Mashpee Kiwanis):

Terrie Cook, Mashpee Kiwanis was before the Selectmen request the Board approve a One Day Liquor License to sell beer and wine at the Town of Mashpee's annual Oktoberfest event scheduled to be held on Saturday, October 1, 2016 with a rain date of Sunday, October 2, 2016 at the Village Green in Mashpee Commons located at the corner of Steeple Street and Job's Fishing Road.

Mrs. Cook indicated this is an annual event held within an enclosed tent. A certificate of liability insurance was included in the Special Events Application listing the Town of Mashpee as the insurance holder.

Motion made by Selectman Cahalane to approve the Special Events Application of the Mashpee Kiwanis for a One Day Liquor License; beer and wine only on October 1, 2016 with a rain date of October 2, 2016 at the Village Green in Mashpee Commons, Mashpee.

Motion seconded by Selectman Cotton.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Oktoberfest, Temporary Signage, Mary Bradbury (Recreation Director):

Catherine Laurent was in attendance on behalf of Mary Bradbury, to request the Board approve a Temporary Sign Permit Application requesting approval to place signage announcing the annual Oktoberfest event planned to be held from 10:00 a.m. to 4:00 p.m. Four signs are proposed. Two are 6'x3' and the additional signage is 4' x 2.5'. The larger signs are proposed to be placed in the area of the Rotary and the two smaller signs would be placed at Dino's and at the Polar Cave ice cream parlor. The signage banners are mounted on fiber boards. With the Board's approval the signage would be erected on September 21, 2016 at the site locations and removed within 24 hours after the event.

Motion made by Selectman Cahalane to approve the Temporary Signage Application announcing the annual Oktoberfest event as referenced.

Motion seconded by Selectman Cotton.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

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PetFest, Temporary Signage, Deborah Dami (Town Clerk):

Correspondence was received from Deborah Dami, the Town Clerk dated August 31, 2016 requesting permission to post signs at the entrance to Town Hall to announce the third annual PetFest on Saturday, October 15, 2016. PetFest is planned to be held at the rear of the Town Hall from 11:00 a.m. to 3:00 p.m.

A rabies clinic will be held from 11:00 a.m. to 2:00 p.m. and the Town Clerk's Office will be available to license dogs. A blessing of the animals will be held at 12:00 p.m. Mrs. Dami has reached out to the Barnstable County Sherriff's Office and Mashpee Police and Fire Departments for K9 demonstrations. A DJ will be present for entertainment as well as food and pet vendors.

Motion made by Selectman Cahalane to approve the request of the Town Clerk to post signage at Town Hall to announce the third annual PetFest on October 15, 2016.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Review and approval of Amendments to Section 5, New Seabury Conservation Restriction, John Falacci (Project Manager):

John Falacci, Bayswater New Seabury Development, LLC met with the Board of Selectmen to review amendments to Section 5, New Seabury Conservation Restriction. The Conservation Commission voted unanimously to endorse the amendments at its February 25, 2016 meeting. Specifically, the amendment involves the removal of the existing restriction on 43,319 square feet of land and placing the same restriction on nearby areas for a net total of 52,665 square feet of land resulting in an additional 9,300 square feet of land under the provisions of the same restriction.

Mr. Falacci indicated the conservation restriction is held by Orenda Wildlife Trust, a private local land Trust. By consolidating the parcels there is more connectivity of lands as well as increased overall square footage. The amendments to Section 5 have been reviewed and approved by the Cape Cod Commission.

Motion made by Selectman Cotton to endorse the amendments to Section 5, New Seabury Conservation Restriction as presented.

Motion seconded by Selectman Cahalane.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

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APPOINTMENTS & HEARINGS

Conditions & Operating Policies for the Operation of a Communications Center for the Town of Mashpee by the Barnstable County Sheriff's Office, Sheriff James M. Cummings:

At the request of the Board of Selectmen, Special Sheriff Jeffrey Perry from the Barnstable County Sheriff's Office was in attendance to review the Memorandum of Understanding (MOU) for the cooperative operation of a primary fire department dispatch system.

With respect to the assessment to the Town of Mashpee for Fire Dispatch and Centralized Medical Emergency Direction (CMED) services for fiscal year 2017 the Board of Selectmen inquired about the fee increases. In fiscal year 2015 Mashpee's assessment was \$90,896. The FY2016 invoice for fiscal year 2017 reflects a substantial increase; \$106,655.89. It was noted the Mashpee Fire Department through its operating budget has appropriated funding for this service in FY17.

Special Sheriff Perry indicated the Sheriff's Department has operated a regional communication center since 1943. This year's assessment is charged per capita versus per call as in previous assessments. The new invoice is reflective of the new formula. It was explained the cost is determined by the regional communications center which is comprised of eleven participating Cape communities. It was a regional decision to charge a per capita fee. It is estimated that 40% of the cost is paid for by municipal assessment, and the remainder is assumed under the operational budget of the Sheriff's Department. For FY18, the Sheriff has agreed to maintain the municipal assessment of 40%.

With respect to determining costs, Town Manager Rodney C. Collins indicated he was not involved in this particular dialogue. However, it is important to realize the level of training at a regional center is different than a typical dispatch center. In support of the program Town Manager Collins stated the per capita charges gives predictability and avoids fluctuations in costs. Discussion followed with respect to the advantages of a regional communications center for fire and medical dispatch services.

Special Sheriff Perry stated that a regional communications center represents a benefit to smaller communities. Recently, the Town of Chatham and the Mashpee Wampanoag Tribe have signed the agreement for regional services while larger Cape towns' benefit by having their own efficiencies.

It was noted that funds have been awarded to renovate and expand the communications center in fiscal year 2019. In other business, it was reported the Town of Mashpee has had a significant decrease in crime.

The Sheriff's Department makes community services calls, arranges for special event tents, works with the Special Olympics and provides labor for community projects.

The Sheriff's Department is now hiring thirty new correctional officers. The deadline for applications is next Friday. Entry level testing is planned in October. And, for informational purposes 40 year round employees of the Sheriff's Department live in the Town of Mashpee.

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APPOINTMENTS & HEARINGS

Update on Transfer Station Operation, Catherine Laurent (DPW Director):

Catherine Laurent, the Director of Public Works presented options to the Board for the operation of the Mashpee Transfer Station as follows; Option 1, Contractor Operation and Hauling, Option 2, Town Operation and Contract Hauling, Option 3, Town Operation and Hauling. The Town currently operates the Transfer Station under Option 1.

In preparation for the expense budget for fiscal year 2018, Ms. Laurent recommended the Board revisit the operation of transfer station and consider Option 2 or Option 3. With Option 2, the Town would hire employees for daily staffing through the DPW. There would be oversight of staff, and assignments to cover vacations as well as assistance during snow/ice emergencies. In this option, the Town would purchase a front end loader through a three-year lease program. The hauling of trash and recycling would be contracted. Option 2 would require the rental of trailers proposed through a lease/purchase program. It was noted the Town currently owns all of recycling equipment.

Option 3 although it is deemed most costly in the short term would provide the lowest long term cost. The Town would hire employees to assist with daily staffing needs, and would purchase all necessary equipment for trash collection and hauling. This includes a loader, trailers, and a tractor and roll-off truck. After the initial capital investment, the ownership of the equipment would represent a significant savings in hauling costs. Ms. Laurent was requested to present long term projections regarding lease vs. ownership and the life span of equipment to assist in the Board's assessment.

In Option 1, the status quo, the Town does not have oversight with employees, and does not have any direct employee costs or equipment repair/replacement costs and fuel costs. This is the least costly option in the short term.

It was agreed the Board of Selectmen would consider a Request for Proposal in the general bid process at the September 26th meeting. This process was followed two years ago, and two firms have submitted bid proposals.

For the purposes of budgeting and for the next meeting Ms. Laurent was directed to present multi-year projections to include the status quo with one or the other two options to include recommendations such as; town owned, town owned with the lease contractor as well as actual contracted and negotiated rates with the highest employee benefits for comparison purposes.

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APPOINTMENTS & HEARINGS

Discussion of October Town Meeting Warrant Articles:

The Board of Selectmen conducted a review of the following articles previously placed on HOLD.

Habitat for Humanity housing projects at Orchard Road and Quinaquisset Avenue, Ed Larkin (CPC) and Leedara Zola (Habitat for Humanity):

Community Preservation Committee member Ed Larkin was in attendance with Warren Brodie a member of the Board of Habitat for Humanity of Cape Cod, Inc. to review two Community Preservation Act projects proposed for the October Town Meeting warrant.

Mr. Brodie indicated that originally Habitat for Humanity requested \$100,000 in CPA monies to assist with construction costs associated to two affordable housing projects located on Orchard Road and Quinaquisset Avenue. Last May, Community Preservation funds allocated \$70,000 for the project. Habitat for Humanity is before the Town of Mashpee to request an additional \$30,000 to assist with funding to complete the construction project. Mr. Brodie stated that \$50,000 is the magical number that is generally requested of other communities contributing toward Habitat's projects. It was noted the subject two homes will be the 17th and 18th Habitat houses built in the Town of Mashpee.

As a cost consideration, it was disclosed the Town of Mashpee donated the land at each site location.

For additional clarification, private fundraising represents a \$57,000 loss per home, and Habitat for Humanity assumes an average loss of \$50,000 per home. This is reflected in the pro-forma analysis. If the project is not funded by the Town, the loss will become \$87,000.

Previous costs requested from the Town of Mashpee amounted to \$25,000 per home. The costs then increased to \$35,000, and now the request is for \$50,000 per home, a standard rate. It was disclosed that 70% or one unit is the local preference for housing. This regulation is set by DHCD, the Department of Housing and Community Development.

Community Preservation Committee member Ed Larkin indicated there was an extensive conversation regarding the \$50,000 per home cost as \$25,000 and \$35,000 was contributed for previous Habitat homes. With the rise in construction costs the requested contribution has increased. Mr. Larkin disclosed the CPC voted and by one vote the \$50,000 appropriation failed. The \$35,000 was then voted. However, it was not unanimous. During this time, controversy arose as the \$30,000 was earmarked for road paving. Several members of the Community Preservation Committee felt this would set a dangerous precedent to asphalt a private road with taxpayer funding which might affect future consequences with other boards and committees. The DPW Director also advised against this proposal.

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APPOINTMENTS & HEARINGS

Discussion of October Town Meeting Warrant Articles:

The Board of Selectmen conducted a review of the following articles previously placed on HOLD.

Habitat for Humanity housing projects at Orchard Road and Quinaquisset Avenue, Ed Larkin (CPC) and Leedara Zola (Habitat for Humanity): (continued)

Mr. Larkin explained that a revised application was presented to the CPC for \$30,000 which is strictly for construction costs. At a subsequent meeting, the CPC motioned to separate the articles which passed. Mr. Larkin assured the Board of Selectmen there is oversight on expenditures from the DHCD and CPC. Five CPC members sign all of the invoices, which outline the contractor and the work that has been completed.

Habitat for Humanity – Solar Panel Projects:

It was disclosed the applicant, Habitat for Humanity of Cape Cod has withdrawn their request for CPA funding to assist with the Solar Panel Projects located on Orchard Road and Quinaquisset Avenue. It is anticipated that Habitat will receive grant funding to complete the intended project.

Motion made by Selectman Cahalane to remove Article #12, the CPC project proposed to assist Habitat for Humanity in their solar panel projects.

Motion seconded by Selectman Cotton.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Wastewater Plan, Jeff Gregg (GHD):

To remain within the Phase I Implementation schedule of the Watershed Nitrogen Management Plan (WNMP) an article is proposed to appropriate funds for the purpose of developing the wastewater treatment facility loadings, conceptual designs and to initiate the permit application process to advance to the design of the Site 4 property adjacent to the Transfer Station.

Jeff Gregg, WNMP project manager of GHD Consulting Engineers was in attendance to review the components of the initial wastewater/clean water article. Mr. Gregg gave an overview of the project planning area and recommended plan approach. With the Section 208 Water Quality Plan the adaptive management approach allows communities to reduce nitrogen levels to meet TMDL's with non-traditional methods such as shellfish remediation which is an active initiative in the Town of Mashpee.

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APPOINTMENTS & HEARINGS

Discussion of October Town Meeting Warrant Articles:

Wastewater Plan, Jeff Gregg (GHD): (continued)

In the process, alternatives, no action alternatives, more centralized approaches, and decentralized approaches have been reviewed. Short-term initiatives within Phase I of the Plan include the evaluations of the Moonakis River a shared watershed, the shellfish aquaculture component, and the new facility adjacent to the Transfer Station referenced as Site 4 for treatment and recharge. Other possible options include the Wampanoag facility and the regional component which would utilize Joint Base Cape Cod.

Mr. Gregg explained the shellfish aquaculture component should restore water quality and meet TMDL targets in certain sites. However, there are sites within the Mashpee River watershed and Quashnet River where the habitat is not conducive to shellfish. GHD evaluations will not be able to achieve TMDL compliance with shellfish alone.

Traditional technologies are thus required without realizing the results of the shellfish. However, the Board remained cautious as a major concern is funding requirements without fully understanding the need. In comparing other towns faced with the mandate to manage nitrogen, it was noted the Town of Falmouth has a targeted wastewater management plan. In the Little Pond area, the sewerage phase has begun. This phase is self-funded through the betterment process. Non-traditional methods include shellfish aquaculture and the adaptive approach to widen the inlet within Bourne's Pond. In the Town of Mashpee, Phase 1 capital costs are projected to cost \$40,000,000.

The matter was debated. It was noted that revised plans have increased the shellfish component of the Plan. The Board questioned the timing of this process agreeing the Town may be premature in designing a collection system that may not be required. And further, how the Town would appropriate funding for a \$40 million dollar project.

It was agreed that a great deal of time and effort has been incorporated into the Plan for the past sixteen years. As a board, the Selectmen determined that it is time to methodically review the Plan in its entirety to bring forth a proposal to the voters in the spring.

Selectman Gottlieb as proponent of the wastewater/clean water article stated he would withdraw the article proposed for the October warrant with understanding this matter would be further considered for the spring town meeting.

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COMMUNICATIONS & CORRESPONDENCE

Acknowledgement of surrender of General-on-Premises Liquor License effective September 5, 2016, Artfully Yours:

Correspondence was received from Christine Wagner, owner of Artfully Yours dated August 16, 2016 surrendering the General-on-Premises Liquor License of Artfully Yours, 6 Joy Street, Mashpee effective September 5, 2016.

Motion made by Selectman Sherman to acknowledge the surrender of the General-on-Premises Liquor License of Artfully Yours on September 5, 2016.

Motion seconded by Selectman Cahalane.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Review of correspondence from the Town Clerk relative to the By-law Review Committee:

The Town Clerk remitted communication to the Board of Selectmen dated August 18, 2016 requesting the Selectmen vote to reconvene the Bylaw Review Committee and advertise and appoint (2) voters to serve as representatives.

In accordance with the HOME Rule Charter the By-law Review Committee should meet at least every ten years for the purpose of revision or recodification of all by-laws of the Town of Mashpee. The By-law Review Committee shall consist of the Town Clerk, two voters appointed by the Town Moderator, and two persons appointed by the Board of Selectmen.

Motion made by Selectman Cahalane to reconvene the By-law Review Committee and advertise notice for appointment.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

It was agreed the Board of Selectmen would notify the Town Moderator regarding his appointments, and the need to advertise as well.

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Review of additional articles (3) proposed for inclusion in the October 2016 Annual Town Meeting Warrant:

Three additional articles are proposed for inclusion in the October 2016 Annual Town Meeting Warrant. This includes funding the Firefighters Union Contract settlement, creating the position of Administrative Secretary within the Recreation Department/Kids Klub Enterprise, a clean-up article and to appropriate funding for the wastewater/clean water project.

The Board of Selectmen previously took action to withdraw the wastewater/clean water article with the understanding the article would be reconsidered at the May 2017 Town Meeting.

Motion made by Selectman O'Hara to support the (2) articles relative to the Firefighters Union Contract settlement and the creation of the Administrative Secretary position within the Recreation Department/Kids Klub Enterprise for placement on the October 2016 Annual Town Meeting warrant.

Motion seconded by Selectman Cotton.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

NEW BUSINESS

Review and approval of License to Enter and Use Real Property between Mashpee Commons Limited Partnership and the Town of Mashpee:

The Board of Selectmen reviewed the Mashpee Commons Trail License Agreement relative to the Mashpee Greenway Project. The proposed license will allow the development of a first section of a series of trails from Mashpee Commons to surrounding Town conservation areas and other Town facilities. The trail will connect Mashpee Commons to the Middle/High School, and will include a walking bridge over the Quashnet River.

Approval and signature is required to allow the trail project to proceed. The project is recommended by the Town Planner and Town Counsel has reviewed the license to form.

Motion made by Selectman Cotton to approve and execute the Mashpee Commons Trail License Agreement as presented.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

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Review and adoption of Board of Selectmen Policy #066, Senior Property Tax Work-Off Program, Lynne Waterman (COA Director):

Lynne Waterman, Council on Aging Director attended the Selectmen's Meeting to review the Senior Property Tax Work-Off Program. For the Board's approval was Policy #066 which represents the recommendations and guidance of the Council on Aging Director and Department Heads involved in the program.

The senior property tax work-off program has been in operation for the past sixteen years. The new guidelines clarify the mission to provide tax relief for low income elders and establish financial guidelines to match the guidelines of the state's fuel assistance program which change annually. Proof of income by candidate providing a copy of tax return would also be necessary to participate in the program. Ms. Waterman explained the policy requires that a candidate not own a home in another community, and two members of the same household may not participate in the program in the same year. Candidates are selected by lottery. The maximum number of positions annually is 25, and the maximum credit per candidate is \$750 with an option to increase the dollar amount in future years. All selected candidates are subject to all procedures required by the Town including a CORI review, and the completion of I-9 and W-4 forms. The Internal Revenue Service process would also be followed when posting a payment against a participant's tax bill.

For tracking purposes the Board of Selectmen requested to obtain an annual report regarding the number of application's received. It was noted that tax returns are reviewed by the COA Director only. If an applicant qualifies for fuel assistance, the applicant would qualify for the Senior Property Tax Work-Off Program offered by the Town of Mashpee.

Motion made by Selectman Cotton to adopt Board of Selectmen Policy #066, Senior Property Tax Work-Off Program as presented.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

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Discussion and approval to grant Conservation Restriction on the Mills Property:

For several years, the Town of Barnstable has held \$150,000, a CPA contribution towards the Town of Mashpee's purchase costs for the acquisition of the Mills Property. Special legislation has granted support for the project upon the granting of a Conservation Restriction to the Department of Fish and Game.

Motion made by Selectman Cahalane to grant a Conservation Restriction (CR) on the Mills Property to the Department of Fish and Game; subject to the Town of Barnstable reimbursing the Town of Mashpee Community Preservation Committee \$150,000 towards the purchase of the Mills Property authorizing the Town Manager to proceed with the transaction accordingly. Motion seconded by Selectman Sherman.

VOTE: 5-0.

Roll Call Vote:

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

Review and approval of October 2016 Annual Town Meeting Warrant:

The Board of Selectmen conducted a final review of the October 17, 2016 Annual Town Meeting warrant.

As noted; Article 17 – Sight Obstruction and Article 21 – Noise Control were modified by Town Counsel, explanations only.

The Board of Selectmen conducted due diligence and each article was considered. It was noted the CPC Article #12 for Solar Panels associated to the Habitat for Humanity projects on Orchard and Quinaquisset Roads was withdrawn by the applicant, Habitat for Humanity.

Articles HELD for additional review include Article #10 & Article #21:

Article #10: CPC – Historic District Signage Project:

Motion made by Selectman Sherman to support Article #10 on the October Town Meeting warrant.

Motion seconded by Selectman Cahalane.

VOTE: 4-1. Motion carries.

Roll Call Vote:

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

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Article #21: Noise Control:

Motion made by Selectman Cotton to support Article #21 on the October Town Meeting warrant.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Motion made by Selectman Sherman to approve and execute the October 17, 2016 Town Meeting Warrant as presented.

Motion seconded by Selectman Cotton.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Motion made by Selectman Cahalane to adopt Draft #3 of the October 17, 2016 Annual Town Meeting Warrant with amendments made to Article #17 & Article #21 to include (2) new articles relative to the Firefighters Union Contract settlement & the Kids Klub Administrative position.

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Approval of appointment to the Conservation Commission, Thomas J. O'Neill:

The Board of Selectmen was in receipt of a resume from Thomas J. O'Neill and a letter of recommendation from the Conservation Agent dated August 26, 2016 recommending the appointment of Mr. O'Neill to the position of full-time Conservation Commissioner. The Conservation Commission voted unanimously at their meeting of August 25, 2016 endorsing this appointment.

Motion made by Selectman Sherman to appoint Thomas J. O'Neill to the Conservation Commission as a full voting member.

Motion seconded by Selectman Cotton.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Board of Selectmen
Minutes
September 12, 2016

Approval of appointment to the Mashpee Cable and Advanced Technology Advisory Board, Morgan James Peters:

A letter of interest was received from Morgan James Peters dated April 30, 2016 to serve on the Mashpee Cable & Advanced Technology (MCAT) Board. Additional communication was received from Andrew Eliason, Chair of the MCAT Board dated August 25, 2016 recommending the appointment of Mr. Peters.

Motion made by Selectman Cahalane to appoint Morgan James Peters to the Mashpee Cable and Advanced Technology Advisory Board.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

LIAISON REPORTS

Special Events: A Blue Mass is planned to be held at The Christ the King Church on October 7, 2016 starting at 7:00 p.m.

Affordable Housing Committee: At the last Affordable Housing Committee meeting it was reported the state-estimated water connection at 950 Falmouth Road, a potential site for affordable housing could cost as much as \$85,000.

ADJOURNMENT

Motion made by Selectman Sherman to adjourn at 9:03 p.m.

Motion seconded by Selectman Cotton.

VOTE: Unanimous. 5-0.

Roll Call Vote:

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

Respectfully submitted,

Kathleen M. Soares
Secretary to the Board of Selectmen

RECEIVED

2016 SEP 13 AM 8:28



September 13, 2016

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

Dear Sirs,

We are applying for a date to use our liquor license for 2016 at the *Mashpee Wampanoag Rod and Gun Club*. The date that we request is: October 22, 2016

Thank you for your time and consideration of our request. Sincerely,

W.C. Sullivan

Secretary



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: September 21, 2016

RE: Special Event Application – Screech at the Beach 5K Road Race & Kids' Fun Run

At the request of the Town Manager, I am submitting the attached Special Event Application for your consideration. The point of contact, Jim Kiley, representing the Boys & Girls Club of Cape Cod, is proposing to hold the Screech at the Beach 5K Road Race and Kids' Fun Run on Saturday, October 22, 2016, beginning at 10:30 a.m. Along with the application, Mr. Kiley has submitted a map of the route and proof of insurance.

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

- DPW – approved without comment
- Inspections – approved, provided tents are permitted (if erected) and electrical needs are coordinated through the Town's wire inspector
- Fire – approved without comment
- BOH – approved, provided bathroom facilities are provided for duration of event
- Police – approved, provided a traffic detail is hired for duration of race

The applicant is also seeking approval to place temporary signs and is requesting that Sign Permit fees be waived due to their non-profit status. The Sign Permit Application and request to waive fees are attached. The applicant will be available to answer questions regarding the location of those signs which are proposed for placement on Town property.



Town of Mashpee

Special Events Application

PART I

Date of Application September 1, 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 Service at the Beach - Boys & Girls Club of CA
(i.e. organization, company etc.)

Address P.O. Box 895 Telephone No. 508-477-8845

Tax I.D. No. 04-3273141

Name of Applicant Jim Kiley, President
(i.e. individual/representative of organization)

Address 105 Waterway Telephone No. 781-789-1745

Over 18? yes

Type of Event 5K Road Race & Kids Fun Run, starting at
252 Shore Dr. in Mashpee

Date(s) of Event Sat. Oct. 22, 2016 Time(s) of Event 10:30 - Kids Run
11:00 - Road Race

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

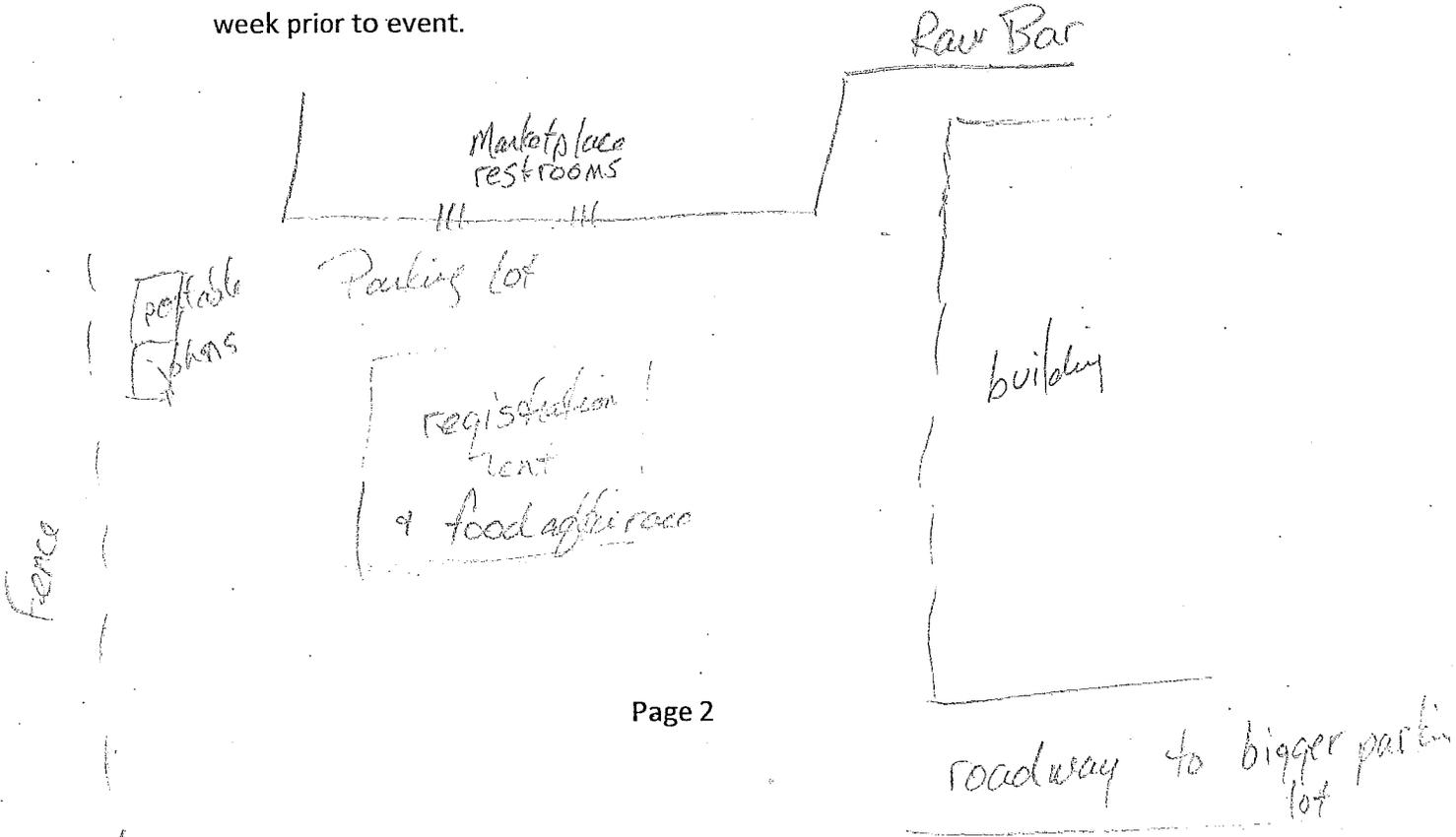
When applicable, fire-rescue official(s) upon review of a public/special event's application and/or after conducting an on-site inspection/survey will ascertain what fire prevention/ambulance-rescue measures should be implemented prior to commencing the event.

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. *see below*
2. Estimate of people expected for portable johns. *200 for 2 portable johns
4 + 1 bathrooms @ market place*
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. *NO*
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. *Jim Kiley is doing this - DINO'S pizza, apples + bananas.*
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.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/9/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Murray & MacDonald Insurance Services, Inc. 550 MacArthur Blvd. Bourne MA 02532		CONTACT NAME: Andrew Roth PHONE (A/C, No, Ext): (508) 540-2400 E-MAIL ADDRESS: andy@riskadvice.com FAX (A/C, No): (508) 289-4111	
INSURED Boys & Girls Club of Cape Cod, Inc. 31 Frank Hicks Drive PO Box 895 Mashpee MA 02649		INSURER(S) AFFORDING COVERAGE INSURER A: Markel Insurance Co. INSURER B: Progressive Insurance Co. INSURER C: Mount Vernon INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 15-16 Master

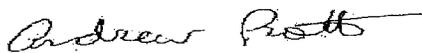
REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			3602CY224585-16	11/7/2015	11/7/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 SEXUAL ABUSE COVERAGE \$ 1,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			06054561-8	12/9/2015	12/9/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$ <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Director & Officer Employment Practices			NDO2550434C	11/7/2015	11/7/2016	\$2,000,000 \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Town of Mashpee 16 Great Neck Road North Mashpee, MA 02649	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Andrew Roth/AJR 
--	--

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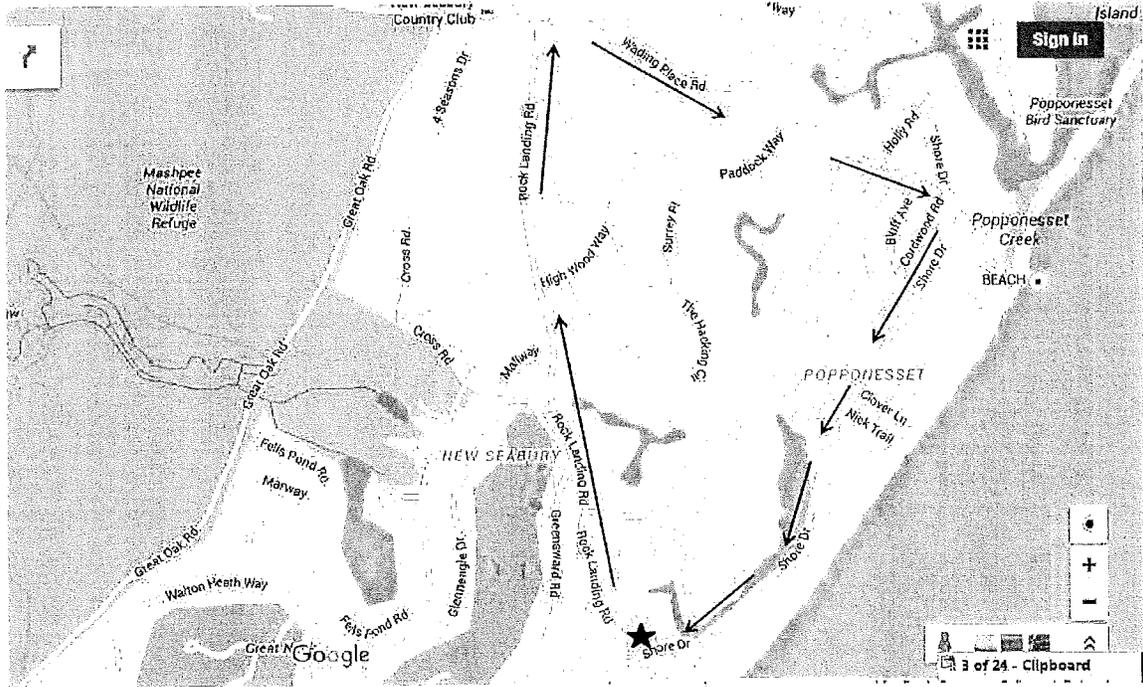
Screech at the Beach 5K Halloween Race Course:

Check in or Register at the tent behind the Raw Bar at Popponeset Marketplace in New Seabury.

The Race starts at the Popponeset Inn at 252 Shore Drive, in New Seabury.

The Route goes up Rock Landing Road. Right onto Wading Place. Right on Shore Drive to the Finish Line in front of Popponeset Marketplace on Rock Landing Road.

Post Race Festivities: food drink, and awards – back at the Registration Tent behind the Raw Bar.



DEPARTMENT OF PUBLIC WORKS (DPW) CRITERIA

1. If the event is proposed on Town-owned property, the applicant is subject to the requirements of the **Town of Mashpee Facility/Field Use Policy**, including any fees for use of the property, except as waived by the Board of Selectmen.
2. If the event is proposed to utilize Town roads, sidewalks or multi-use paths, a map of the proposed route shall be provided. The applicant shall also indicate what traffic control measures (traffic cones/barrels, message boards, signage, etc.) are proposed along the route and whether provision of these measures is requested by the DPW.
3. The applicant shall provide an estimate of the number of participants/attendees expected. This estimate will be used to determine the need for parking, toilet facilities, and trash/recycling receptacles. *200*
4. The applicant shall indicate whether electricity is requested and for what purpose. If electricity is not available on site, the applicant is responsible for making arrangements for its provision. They should identify by what means it will be provided to ensure proper safety protocols are followed. *on site*
5. If the hours of the event extend beyond dusk or begin before dawn, the applicant may be responsible for providing lighting if it is not available onsite and is deemed necessary for safety/security reasons. *N/A*
6. The applicant shall be responsible for clean-up of the property immediately following the event, unless otherwise approved. *yes*

PART II

This application must be presented by appointment each of the Town agencies listed hereunder for review and, when applicable, for approval/disapproval.

DPW

X APPROVAL _____ DISAPPROVAL

[Signature]
Name _____

DPW DIRECTOR
Position _____

9-13-16
Date _____

Is Facility Use Fee required? _____ YES

X NO

If YES, what is the amount? _____

Other requirements/recommendations:

- Restroom facilities _____
- Trash/recycling receptacles _____
- Trash/recycling collection/disposal _____
- Parking _____
- Electricity _____
- Lighting _____
- Route safety/signage _____

POLICE DEPARTMENT

Thomas Rose

A

APPROVAL

LT.

DISAPPROVAL

9.12.11

Police Official Name

Rank

Date

Detail Police Officers Needed?

YES

NO

If Yes, how many

4

Detail Duty Days and Hours

TRAFFIC / 4 HRS.

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:

Employee/Officials - Jim Kiley DOB 9/19/60 last 4 of SS 6435
2010 Ford Explorer 534HA2
Pat O'Connor - Black Honda CRV
#184 PA 5

Vendor - CPR (Clean Portable Restrooms)
415 West St.
W. Bridgewater, MA 02379

Screens @ The Beach - Boyst Girls Club 5K

FIRE DEPARTMENT

APPROVAL _____ DISAPPROVAL _____

Fire Official Name Rank Date

Other requirements/recommendations:

HEALTH DEPARTMENT

APPROVAL DISAPPROVAL _____

[Signature]
Health Official Name

Health Agent *9/19/16*
Position Date

Inspections to be conducted by Health Agent *None*

Other requirements/recommendations: *Make sure bathrooms are open @ Poppy Market place - as they should be because it is a condition of all the food establishments permit that the bathroom stay open during operations.*

BUILDING INSPECTOR'S DEPARTMENT

APPROVAL DISAPPROVAL



BCDC Commissioner 9/9/16

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).

Any Tents Will need permit(s)

Any electrical needs Contact Wiring Inspector

BOARD OF SELECTMEN'S OFFICE

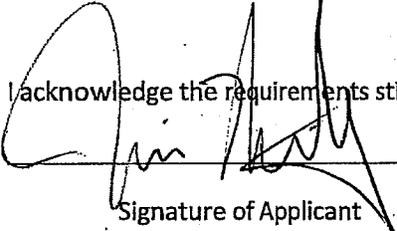
APPROVAL DISAPPROVAL

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.


Signature of Applicant

9/8/16
Date

BUILDING INSPECTOR'S DEPARTMENT

APPROVAL _____ DISAPPROVAL _____

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 _____

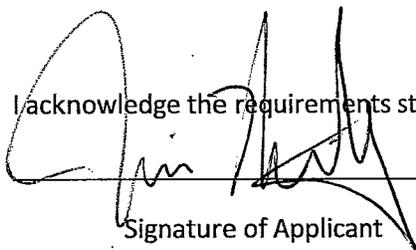
Date: _____

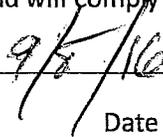
Permits needed _____

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.


Signature of Applicant


Date



TEMPORARY SIGN PERMIT TOWN OF MASHPEE APPLICATION

Date 9/21/16

Permit No. _____

PLEASE PRINT LEGIBLY

Name of Applicant: Boys & Girls Club of MA Telephone: 508-477-8845

Name of Event: Screen @ the Beach

Date(s) of the Event: Sat Oct 22 Date to be Removed: Sat Oct 22

Dimensions of Sign(s): Length _____ Width 24" Height 18" Area 432"

Number and Location(s) of Sign(s):

up to 10 signs along the race course in
Newbury (information on event permit
application)

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 read the requirements for the installation of a Temporary Sign and will abide by said regulations and will remove said sign(s) by the time frame approved, and thus hereby signed under the pains and penalties of perjury.

Applicant's Signature Catherine Bowmar Date 9/21/16

Town Manager Approval _____ Date _____

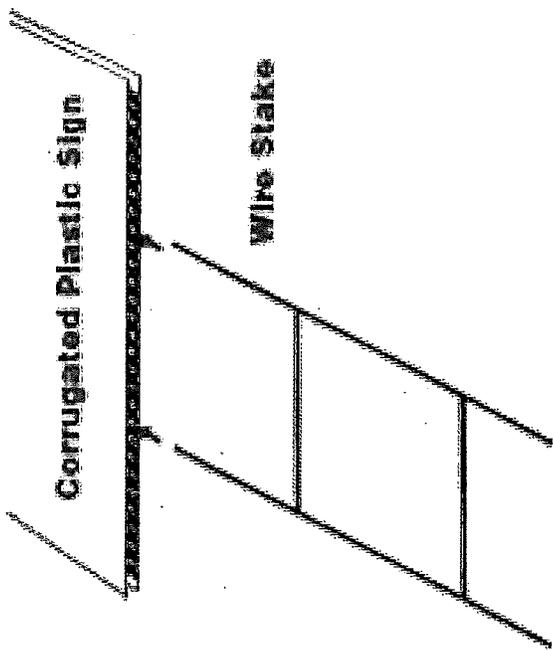
Board of Selectmen Review

Date of Meeting: _____

CIRCLE ONE

APPROVED

DISAPPROVED





**BOYS & GIRLS CLUB
of CAPE COD, INC.**

Kraft Family Club House
P.O. Box 895
31 Frank E. Hicks Drive
Mashpee, MA 02649
TEL: 508-477-8845
FAX: 508-477-1991
EMAIL: info@BoysGirlsClubCapeCod.org
WEB SITE: www.BoysGirlsClubCapeCod.org

September 21, 2016

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

Dear Board of Selectmen:

We are writing to respectfully request that the permit fees for our sign application be waived. Thank you.

Sincerely,

Ruth Provost
Chief Executive Officer

Board of Directors

Steven Bell
Karen Bissonnette
Paul Bober
Cindy Crawford
Paul Drepanos
Susan Dropo
Judith Fitzgerald
John Fulone
Judith Goetz
Edward Hanrahan
Brian A. Hyde
James Kiley
Mary O'Keeffe
Judith A. Martin
Tom Rezendes
Michael Richardson
Paul Squarcia
Mathew Terry
Linda Zammer

Officers

James Kiley
President

Paul Bober
Vice President

Judith Fitzgerald
Treasurer

Michael Richardson
Secretary

Executive Advisory Board

George W. Baker, Jr.
Kenneth Bates
John Callahan
Polly Galliker
Susan George
David Hendrick
Ann MacDonald
Robert Hassey
James Long
Richard Nelson
Jamie Regan
Paul Sylvia
John DeNaples
William Zammer

Ruth Provost
Executive Director



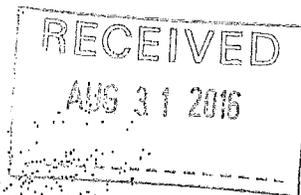


SIGN PERMIT

Town of Mashpee

BUILDING DEPARTMENT

PH: 508 539 1406 FAX: 508 539 1142



Date: 8/31/16 64 Steeple Ct Permit No. _____

PRINT ADDRESS 60 Park Street Hyannis, MA 01901

Name of Owner: Cape Cod Healthcare - Jonathan DeCasse Telephone: 508-862-5378

Name of Store of Development: _____

Number of Signs: 1 Percentage of aggregate coverage of front wall N/A

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 _____ X Free Standing Sandwichboard _____ Projecting _____ Awning _____ Banner _____
_____ Portable Sign _____ Canopy _____ Window _____ Blade _____ Illuminated Sign _____

Is this a replacement of the same size sign YES _____ NO X Historic District YES _____ NO _____

Dimensions of Sign(s): Length 36" Width 24" Height 36" Area _____
Length _____ Width _____ Height _____ Area _____
Length _____ Width _____ Height _____ Area _____

Set back from Street: Yes

Installer Company Cape Cod Healthcare 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 8/31/16

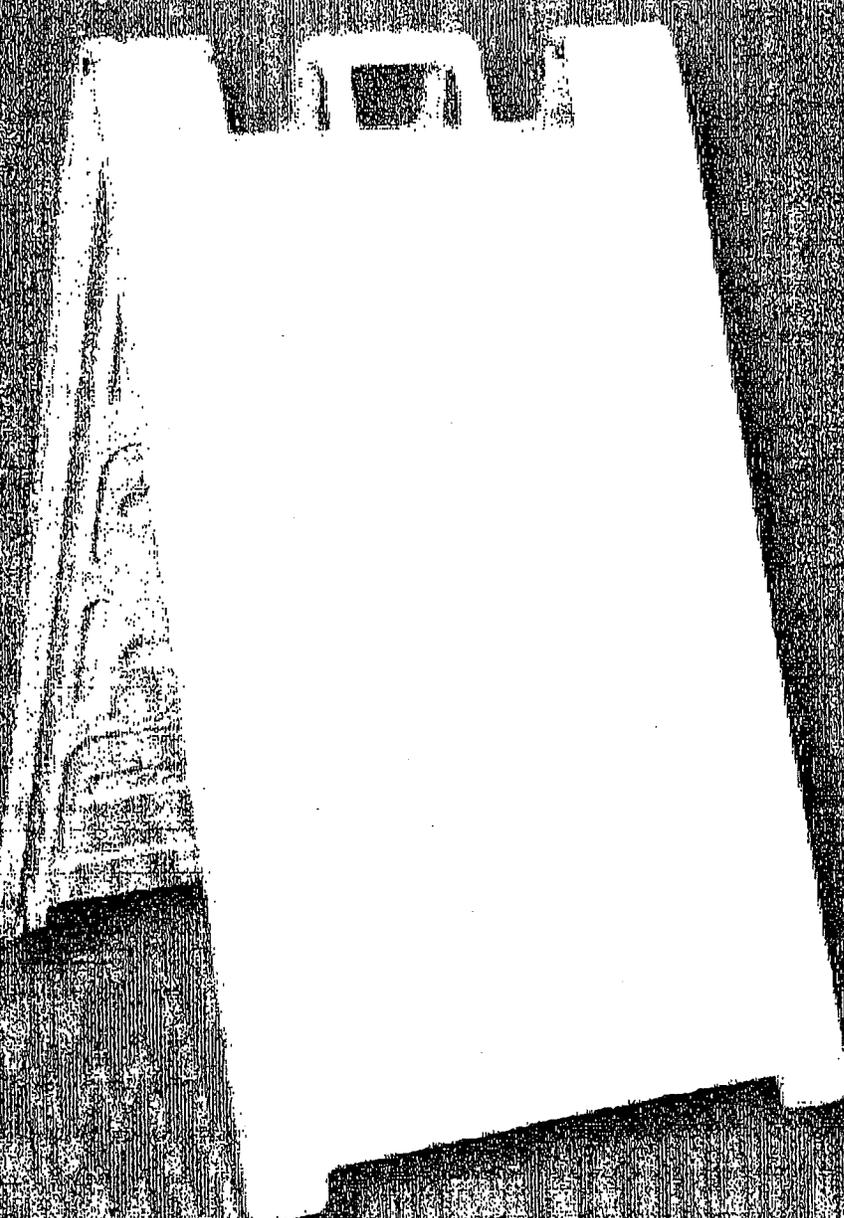
Approved By _____ Date _____

Fee _____ Date Issued _____ Permit expires 6 months from issue date

*temporary sign to promote blood drive with Cape Cod Healthcare. Drives will be held on 9/10, 10/10, & 12/10

Signicade®

- All plastic sign frame, holds five signs 24" W x 36" H
- Recessed sign area helps to protect sign faces
- Sign face can receive vinyl sheeting (with surface preparation), metal, Coroplast™, or acrylic sign blanks
- Can be internally weighted with dry sand (5 lbs. per side recommended)
- Molded-in handle for easy portability
- Stacking lugs keep stacked units from sliding and damaging sign faces





TEMPORARY SIGN PERMIT

TOWN OF MASHPEE

APPLICATION

Date 9/22/16

Permit No. _____

PLEASE PRINT LEGIBLY

Name of Applicant: Mark Linse or Bill Kelley
CTK knights of Columbus Telephone: _____

Name of Event: Blood Drive

Date(s) of the Event: Every 2 mos. starting 10/11/16 Date to be Removed: same day (6 p.m.)

Dimensions of Sign(s): Length _____ Width 2' Height 3' Area 2'x3'

Number and Location(s) of Sign(s):
3 signs - Rt. 151 alongside CTK property (1)
- Rt. 28 at intersection of Job's Fishing Rd (2)

* Request signs to be placed 72 hrs. prior to event to notify public

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 read the requirements for the installation of a Temporary Sign and will abide by said regulations and will remove said sign(s) by the time frame approved, and thus hereby signed under the pains and penalties of perjury.

Applicant's Signature [Signature] note Date 9/22/16

Town Manager Approval _____ Date _____

Board of Selectmen Review	Date of Meeting: _____
CIRCLE ONE	
APPROVED	DISAPPROVED
_____	_____
_____	_____



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 *Calw*

DATE: September 22, 2016

RE: Request to Waive Tent Permit Fee, Cape Cod Children's Museum

At the request of the Town Manager and on behalf of the Cape Cod Children's Museum, I am submitting a request to waive the Tent Permit Fee for the event held on Thursday, August 25, 2016, to celebrate the return home of 8-year-old Gabby Mahoney who was seriously injured when struck by a car six weeks earlier. Due to extenuating circumstances, the Tent Permit Application was not made until the day before the event, and the request to waive the fee was not forwarded to this office in time to be considered at the September 12, 2016 Selectmen's Meeting.



COMMERCIAL SHORT PERMIT

TOWN OF MASHPEE

BUILDING DEPARTMENT

PH: 508 539 1406

FAX: 508 539 1142

Est. Cost of Construction _____ Map _____ Parcel _____ Zone _____

PRINT

ADDRESS 577 Great Neck Rd

Residential _____ Historic District YES _____ NO _____ Wetlands: YES _____ NO _____

Owner Mashpee Commers Tel. # _____

Contractor _____ Tel. # _____

CSL No. _____ HIC No. _____

Workman's Comp: I am the Sole Proprietor _____ I have Worker's Comp. _____ We are a Corporation _____

Insurance Co. Name _____ Policy No. _____

WORK TO BE PERFORMED* Stripping Old Shingles _____ Re-Roof/No. of Sq. _____

Insulation _____ Siding _____ Shed (10x12 smaller) _____ Ramp _____ Demo _____

Replacement Door/No. _____ Replacement windows/No. _____ Skylights _____

✓ Tent/Size 20x40 Up Date Tues 8/24 Down Date Sat 8/27

Other: _____

*Debris will be disposed at _____

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 understand that any false answer(s) will be just cause for the denial or revocation of my license and for prosecution under M.G. L. Ch. 268, Sec. 1. *Persons contraction with unregistered contractors do not have access to the Guaranty Fund (MGL c. 142a):*

Applicant's Signature [Signature] Barbara Cotton Date 8/24/2016

Approved By [Signature] Date 8/24/16

Fee 100.00 Date Issued 8/24/16 Permit expires 6 months for issue date

PAID
8/24/16 CK 9489

CAPE COD CHILDREN'S MUSEUM

577 GREAT NECK ROAD SOUTH
MASHPEE, MA 02649
508-539-8788

EXPLANATION	AMOUNT

9489

53-179/113

UNIT

One Hundred and 00/100

DOLLARS

CHECK
AMOUNT

TO THE ORDER OF	DESCRIPTION	CHECK NUMBER
<i>Town of Mashpee</i>	<i>text permit 8/25/16</i>	<i>9489</i>

\$ 100.00

CHILDREN'S DISCOVERY MUSEUM OF CAPE COD, INC.

 Eastern Bank

LYNN, MA 01901
24 HOUR SERVICE 1-800-EASTERN

Carol Pardee

SAFEGUARD S.E.C.
SAFEGUARD S.E.C.

⑈009489⑈



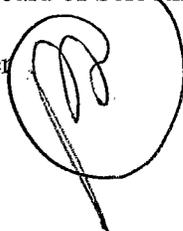
TOWN OF MASHPEE

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: Rodney C. Collins, Town Manager 

DATE: September 19, 2016

RE: Temporary Sign Placement

In accordance with Town Policy #037, I am seeking approval of the attached Temporary Sign Permit Application.

As you can see, I am requesting that four (4) signs announcing the Town Auction to be held on October 14, 2016, be placed as follows:

1. At the entrance to Town Hall on Great Neck Road North;
2. At the entrance to Town Hall on Main Street;
3. At the intersection of Route 151 and Frank E. Hicks Drive; and
4. At the Mashpee Police Department.

It is anticipated that these signs will be erected at 8:30 a.m. on October 14, 2016 and removed at the end of the auction on October 14, 2016. In the event of rain, the auction will be held on October 21, 2016. In that case, the signs will be erected and removed as stated above.

Thank you.



TEMPORARY SIGN PERMIT TOWN OF MASHPEE APPLICATION

Date 9-19-2016

Permit No. _____

PLEASE PRINT LEGIBLY

Name of Applicant: Town of Mashpee Telephone: 508.539-1401

Name of Event: Town Auction

Date(s) of the Event: 10-14-2016 Date to be Removed: 10-14-2016 (end of day)
Rain Date: 10-21-2016

Dimensions of Sign(s): Length _____ Width _____ Height _____ Area _____

Number and Location(s) of Sign(s):

The entrances to Town Hall on Great Neck Road North and on Route 130. At the intersection of Route 151 and Frank E Hicks Drive and at the Mashpee Police Department. A total of four (4) signs.

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 read the requirements for the installation of a Temporary Sign and will abide by said regulations and will remove said sign(s) by the time frame approved, and thus hereby signed under the pains and penalties of perjury.

Applicant's Signature [Signature] Date 9-19-2016
Town Manager Approval [Signature] Date 9-19-2016

Board of Selectmen Review	Date of Meeting: _____
CIRCLE ONE	
APPROVED	DISAPPROVED
_____	_____
_____	_____

**TOWN OF MASHPEE
PUBLIC HEARING NOTICE**

The Mashpee Board of Selectmen, acting as the Local Licensing Authority for the Town of Mashpee, will conduct a public hearing on Monday, September 26, 2016 at 7:30 p.m. in the Waquoit Meeting Room of Mashpee Town Hall, 16 Great Neck Road North, Mashpee, MA. The purpose of said hearing is to consider a request by Barnstable Pizza & Pasta Co., Inc. dba Finally Dino's, to modify its entertainment license. The public is invited to attend, and to present any questions, comments, or concerns they may have pertaining to this license.

Should you have any questions, please contact the Office of the Town Manager and Board of Selectmen at 508-539-1401.

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



TOWN

OF

MASHPEE

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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

September 16, 2016



RECEIVED

2016 SEP 14 AM 8:59

OFFICE OF SELECTMEN
TOWN OF MASHPEE

TO: ANDREW GOTTLIEB CHAIRMAN
AND MEMBERS OF THE MASHPEE
BOARD OF SELECTMEN.

: Rooney Collins Town Manager

BARNSTABLE PIZZA & PASTA Co INC
DBA FINALLY DINO'S

Respectfully requests a Public Hearing
for a MODIFICATION to our entertainment
license. For the Selectman's Meeting on
Monday Sept 26, 2016

Thank you -

CONSTANTINOS "DINO" MITROKOOSTAS



Rodney C. Collins
Town Manager
508-539-1401
rccollins@mashpeema.gov

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

MEMORANDUM

TO: Andrew R. Gottlieb, Chairman
and Honorable Members of the Board of Selectmen
Deborah Dami, Town Clerk

FROM: Rodney C. Collins, Town Manager

DATE: September 19, 2016

RE: Surplus Supply Disposition



In accordance with Massachusetts General Laws, c. 30B, § 2, I am notifying you that the Town has an inventory of surplus property and obsolete equipment. All items are valued less than \$1,000 and are of no use to any Town Department.

It is my intention to liquidate the above-referenced inventory by holding a public auction on October 14, 2016 at Mashpee Town Hall. The Town is also in possession of sixteen (16) vehicles, valued at less than \$10,000 each, also to be sold at the public auction.

Please note that all funds generated by the auction shall be deposited into the General Fund.

Thank you.



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

PROCLAMATION
Lights On Afterschool Day

WHEREAS, the citizens of Mashpee stand firmly committed to quality afterschool programs and opportunities because they provide challenging and engaging learning experiences that help children develop social, emotional, physical and academic skills while supporting working families, ensuring their children are safe and productive after the traditional school day ends; and

WHEREAS, the Town of Mashpee has provided significant leadership in the area of community involvement in the education and well-being of our youth, grounded in the principle that quality afterschool programs are key to helping our children become successful adults; and

WHEREAS, *Lights on Afterschool*, the national celebration of afterschool programs held this year on October 22, 2016, promotes the importance of quality afterschool programs in the lives of children, families and communities; and

WHEREAS, more than 28 million children in the U.S. have parents who work outside the home, and 15.1 million children have no place to go after school; and

WHEREAS, many afterschool programs across the country are facing funding shortfalls so severe that they are being forced to close their doors and turn off their lights; and

WHEREAS, the Town of Mashpee is committed to investing in the health and safety of all young people by providing afterschool and out-of-school time programs that will help close the achievement gap and prepare young people to compete in the global economy; and

WHEREAS, it is important to engage families, schools and communities in advancing the welfare of our children and ensure the lights stay on and the doors stay open for all children after school.

NOW, THEREFORE, we, the Mashpee Board of Selectmen, do hereby proclaim October 22, 2016 as "Lights on Afterschool Day" in the Town of Mashpee.

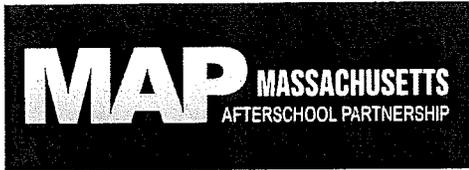
Andrew R. Gottlieb, Chairman

John J. Cahalane, Vice-Chairman

Thomas F. O'Hara, Clerk

John J. Cotton

Carol A. Sherman



RECEIVED

2016 SEP 16 PM 1:04

OFFICE OF SELECT MAN
TOWN OF MASHPEE

Dear Manager Rodney C. Collins:

This October 22nd, communities all across Massachusetts will be celebrating Lights On! Afterschool, a nationwide event organized each year by the Afterschool Alliance to celebrate afterschool and out-of-school time (ASOST) programs and the educational and developmental opportunities they provide children, families and communities. These vital programs provide safe, challenging, and engaging learning experiences to help children develop the social, emotional, physical and academic skills they need to be ready for school and 21st century success.

We ask that you consider recognizing Lights On Afterschool in Mashpee this year by issuing a proclamation declaring October 22, 2016, Lights On! Afterschool Day. If you would like to celebrate a Lights On! event in your community and present your proclamation, we would be happy to facilitate your visit.

The declaration of October 22nd as Lights On! Afterschool Day serves as an excellent opportunity to highlight Mashpee's commitment to providing a broad range of afterschool and extended learning opportunities for the children and youth who need them most. Your leadership on education and youth issues, and support for afterschool programs has helped Mashpee make significant progress towards providing children, youth and families with access to high quality out-of-school time learning opportunities. Lights On! Afterschool Day will celebrate and highlight these tremendous efforts. If your office has any questions or wants to learn more about the Afterschool Alliance or Lights On! Afterschool, we invite you to contact Ursula Helminski with the Afterschool Alliance at 202-347-2030, or by e-mail at uhelminski@afterschoolalliance.org and to visit the Lights On Afterschool website at <http://www.afterschoolalliance.org/loa.cfm>.

We ask that your office please review the enclosed language and contact Patrick Stanton, Creative Research Director at the Massachusetts Afterschool Partnership by phone at 617-338-0005 or by email at pstanton@massafterschool.org with any questions. Please let us know that we can count on your support for Lights On! Afterschool by issuing a proclamation.

Thank you for your support of children and families in Mashpee.

Sincerely,

Ardith Wieworka
Massachusetts Afterschool Partnership

"Preserving public trust, providing professional services"

COPY

Deborah Dami, MMC, CMMC
Town Clerk
508-539-1418
ddami@mashpeema.gov



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

To: Board of Selectmen
Rodney Collins, Town Manager

From: Deborah F. Dami
Town Clerk

A handwritten signature in black ink, appearing to read "Deborah F. Dami".

Date: August 9, 2016

Re: Public Records Access Officer

OFFICE OF THE TOWN CLERK
TOWN OF MASHPÉE

2016 AUG 18 PM 4:46

RECEIVED

Governor Charlie Baker recently signed the new Public Records Law, which will go into effect on January 1, 2017.

One of the new requirements requires municipalities to appoint a Records Access Officer (RAO) in accordance with 6A of the Law.

- (a) Each agency and municipality shall designate 1 or more employees as records access officers. In a municipality, the municipal clerk, or the clerk's designee, or any designee of a municipality that the chief executive officer of the municipality may appoint, shall serve as records access officers.

The RAO receives the request and forwards it to the appropriate department, ensures that the request is filled in a timely manner, that the requestor is not charged an arbitrary amount of money, and at the end of the year is responsible for submitting the annual report to the Secretary of the Commonwealth. While the Selectmen may designate more than one Records Access Officer, it would be wise to have one designee thus ensuring that all requests are funneled through one person and addressed in a timely manner.

At this time I would ask that the Board of Selectmen appoint the Town Clerk as the Records Access Officer and the Town Clerk's Administrative Assistant as an alternate.

:dd



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: September 22, 2016

RE: Recommendation for Appointment to Cultural Council

At the request of the Town Manager, I am forwarding to you the recommendation of the Cultural Council to appoint the following new members, whose letters of interest are attached:

~ MaryKate O'Brien

~ Nina Cocomazzi

On Tuesday, September 13, 2016, this office received notification from Cultural Council Chairperson, Barbara Cotton, that the Council had voted to approve acceptance of these two (2) new members.



Mashpee Public Schools

Quashnet School

150 Old Barnstable Road

Mashpee, MA 02649

508-539-1550

Fax 508-539-1556

Patricia M. DeBoer
Interim Superintendent

MaryKate O'Brien

Principal

mobrien@mashpee.k12.ma.us

Suzanne M. Avtges

Assistant Principal

savtges@mashpee.k12.ma.us

August 28, 2016

Office of Selectmen
16 Great Neck Road North
Mashpee, MA 02649

Dear Mashpee Selectmen,

I would like to be considered for the available position on the Mashpee Cultural Council vacated by Mrs. Patricia DeBoer. As a Mashpee resident and member of the School Department, I have a vested interest in our town and would like the opportunity to volunteer for such a worthwhile cause.

Thank you for your time and consideration.

Respectfully,

MaryKate O'Brien

OFFICE OF SELECTMEN
TOWN OF MASHPEE

2016 AUG 30 PM 2:13

RECEIVED

Mashpee—A Connected Community

All students, regardless of race, color, sex, gender identity, religion, national origin, sexual orientation, disability, or homelessness, have equal access to the general education program and to the full range of co-curricular/enrichment/sports programs offered by the Mashpee Public Schools.

RECEIVED

August 27, 2016

2016 AUG 30 PM 2:45

TO: Mashpee Board of Selectmen

OFFICE OF SELECTMEN
TOWN OF MASHPEE

FROM: Nina Cocomazzi

Good day!

I have been a long-term volunteer working with Lynne Waterman in the Mashpee Senior Center.

I have an interest in serving the town my family has lived in since 1963, and am respectfully asking to be considered for a seat on the town's Cultural Council.

You can contact me in several ways:

Nina Cocomazzi

Mashpee, MA 02649

Thank you for your consideration, and have a great day!



Nina Cocomazzi



Town of Mashpee

Department of Public Works

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

MEMORANDUM

September 22, 2016

TO: Board of Selectmen
Rodney Collins, Town Manager

FROM: Catherine Laurent, Director *CL*

RE: Recommendation for Award of Contract for Replacement of Dock/Floats at Edward A. Baker Boat Ramp at Pirate's Cove

Description

Three bids were received on Wednesday, September 21st for the replacement of dock/floats at Edward A. Baker Boat Ramp at Pirate's Cove (see attached).

Background

The project is specifically the replacement of the existing wood dock/float system with a marine-grade aluminum structure of substantially the same dimensions. The configuration of the system has been modified slightly to make it as accessible as possible.

The project is being funded through the Community Preservation Act; funds were approved at the May 2016 Town Meeting.

Recommendation

I recommend that the Board of Selectmen award a contract to **Beacon Marine Construction LLC** of Mashpee, MA in the amount of **\$52,963.84**.

The low bidder, Robert B. Our Co., Inc., while qualified, was found not to be responsive. They could not comply with the construction schedule stipulated in the bid documents. A 30-day completion from contract award is required. R.B. Our proposed a completion date more than 60 days from award.

Pros and Cons

Beacon Marine recently completed a similar project for the Town at Ockway Bay Boat Ramp. This project was completed on time and under budget. Award of the contract to them for the Pirate's Cove project would also be under budget with completion no later than October 28, 2016. If an award was not made at this time, the project would have to be re-bid and would be delayed until Spring 2017.

Town of Mashpee
Bid Opening Minutes
Dock/Float Replacement at Edward A. Baker Boat Ramp at Pirate's Cove
Wednesday, September 21, 2016

Robert B. Our Co., Inc.	\$51,900.00
Beacon Marine Construction	\$52,963.84
Great Eastern Marine Services	\$64,444.00