

AGENDA
BOARD OF SELECTMEN
MONDAY, OCTOBER 31, 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 26, 2016; Tuesday, October 4, 2016; and Monday, October 17, 2016 Regular Session

APPOINTMENTS & HEARINGS

- 6:30 – Public Comment
- 6:35 – Temporary signage application, Community Park Holiday Tree Lighting, Mary Bradbury
- 6:40 – Catherine Laurent (DPW Director)
 - Temporary signage application, Mashpee Rotary Holiday Lights Display
 - Update on Transfer Station
 - Recommendation for Award of Contract for Purchase of Road Salt and Safe Melt
 - Recommendation for Award of Contract for Purchase of Sand
 - Proposed Sidewalk Extension on Great Neck Road South with Pedestrian Crosswalk Beacon

COMMUNICATIONS & CORRESPONDENCE

- 1) Public Notice Request for Proposals, Cape & Islands Workforce Investment Board
- 2) Correspondence from Town Manager, Community Compact Regional Project

OLD BUSINESS

NEW BUSINESS

- 1) Discussion of feasibility study for privatization of ambulance services
- 2) Certification and confirmation of appointment of Human Resources Director, Kimberly Landry
- 3) Review and execution of Order for Betterment Assessment and Certification of Betterment Assessment, Anthony's Way

ADDITIONAL TOPICS

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

LIAISON REPORTS

EXECUTIVE SESSION

Discussion regarding upcoming contract negotiations with collective bargaining units.

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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 6:30 p.m.
Mashpee Town Hall, Waquoit Meeting Room

MINUTES

Monday, September 26, 2016; Tuesday, October 4, 2016; and Monday, October 17, 2016 Regular Session:

**Motion made by Selectman Sherman to approve the minutes of;
Monday, September 26, 2016, Tuesday, October 4, 2016, and Monday, October 17, 2016 as presented.**

Motion seconded by Selectman O'Hara.

VOTE: Unanimous. 4-0.

Roll Call Vote:

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

APPOINTMENTS & HEARINGS

Public Comment: None at this time.

Temporary signage application, Community Park Holiday Tree Lighting, Mary Bradbury:

Mary Bradbury, Recreation Director presented a Temporary Sign Permit application to the Board for the placement of two signs at the intersection of Route 130 and Great Neck Road North, on both sides of the Community Park to announce the holiday tree lighting on December 3, 2016. The 2.5' x 2.5' signs would be removed after the event. Santa is expected to be in attendance at the tree lighting ceremony.

Motion made by Selectman Cahalane to approve the Temporary Sign Permit application of the Recreation Department for signage as referenced to announce the Community Park Holiday Tree Lighting.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 4-0.

Roll Call Vote:

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

6:32 p.m. Selectman Cotton present.

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APPOINTMENTS & HEARINGS

Catherine Laurent (DPW Director):

Temporary signage application, Mashpee Rotary Holiday Lights Display:

Catherine Laurent, Director of Public Works was before the Board with a Temporary Signage Application for sponsorship signage at the Mashpee Rotary from the 25th of November until the 3rd of January. Two banner signs are proposed to recognize the sponsors of the holiday display. With the Board's approval, the signs would be placed at the Rotary, one opposite Route 151 and the other opposite Route 28 entering from the Barnstable direction. The 8' x 4' signage would be illuminated at night. It was noted the MADOT was consulted, and there is no objection to the signage request.

It was agreed the concept represents a clean appearance and would eliminate all perimeter signage in a more tasteful manner. Sponsorship for the Mashpee Rotary holiday lights display will also offset costs to the Town of Mashpee.

Motion made by Selectman Cotton to approve the Temporary Signage application for two 8'x3' signs at the Mashpee Rotary as referenced.

Motion seconded by Selectman Sherman.

VOTE: Unanimous. 5-0.

Roll Call Vote:

**Selectman Gottlieb, yes
Selectman Cotton, yes**

**Selectman Cahalane, yes
Selectman Sherman, yes**

**Selectman O'Hara, yes
Opposed, none**

Update on Transfer Station:

At the Selectmen's Meeting of September 12, 2016 the Director of Public Works presented options to the Board for consideration regarding the operation of the Transfer Station. For the purpose of continuing their review of operational efficiencies and cost effectiveness, the DPW Director was requested by the Board of Selectmen to present multi-year cost projections. Ms. Laurent outlined the proposal; Town versus Contracted in a memorandum addressed to the Board dated October 25, 2016. As noted, the Transfer Station is currently operated by a private contractor. The budget for privatization includes staffing, equipment and hauling. If the Town were to assume this responsibility, a budget estimate was provided for comparison through fiscal year 2029. The budget includes annual employee salaries, benefit costs and capital equipment costs which includes the purchase and replacement of equipment within the twelve-year scenario.

The contractor operated budget assumes an annual increase of 2.5% within the total Transfer Station budget. The Town operated budget also considers a 2.5% increase with the exception of health insurance proposed to increase annually by 10%. In the first three years of the Town operated scenario, the Town budget is negative as payment is required to purchase new equipment. In years 4 through 11 there is a positive financial flow. However, in subsequent years, with the increase in estimated health insurance costs and with the purchase of new equipment, a negative cost is realized.

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APPOINTMENTS & HEARINGS

Catherine Laurent (DPW Director):

Update on Transfer Station: (continued)

Discussion followed with respect to the general bid process and obtaining actual bid quotations for comparison purposes. For cost effectiveness, the Board considered obtaining bids in three and five year increments. The matter of rising health insurance costs was also debated. There is a compelling concern with regards to potential and increased health care costs the Town may absorb. Although it is a requirement for the contractor to provide health insurance to full time employees, it was not known if health insurance is offered to part time personnel.

Motion made by Selectman Cahalane to direct the DPW Director to issue an RFP for the operation of the Transfer Station as soon as possible with 3 and 5 year bid options.

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

Recommendation for Award of Contract for Purchase of Road Salt and Safe Melt:

It is the recommendation of the DPW Director to award the bid for the purchase of road salt and the agricultural byproduct; Safe Melt/Ice Ban through the regional Plymouth and Barnstable Counties RFB to Eastern Minerals, Inc. for the low bid price of \$55.75 per ton. The salt bid is 22.5% lower than the county bid price from fiscal year 2016.

Motion made by Selectman Sherman to award a contract for the purchase of Road Salt to Eastern Minerals, Inc. for the price of \$55.75 per ton.

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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APPOINTMENTS & HEARINGS

Catherine Laurent (DPW Director):

Recommendation for Award of Contract for Purchase of Sand:

For winter beach nourishment and road treatments, it is the DPW Director's recommendation to award a contract to Cape Cod Aggregates Corp. for the purchase of sand at a price of \$13.50 per ton. The low bid quotation is equal to the FY16 price. Award of this contract will guarantee the price for sand for fiscal year 2017.

Motion made by Selectman Sherman to award a contract for sand to Cape Cod Aggregates Corp. for the price of \$13.50 per ton.

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

Proposed Sidewalk Extension on Great Neck Road South with Pedestrian Crosswalk Beacon:

Catherine Laurent, Director of Public Works recommended the Board approve the construction of a 5' wide sidewalk on the east side of Great Neck Road South from the entrance to Windchime northward to the new Northbridge Mashpee Commons project. This project is a condition of approval for the new assisted living facility, Northbridge at 64 Great Neck Road South which includes the installation of flashing beacons at the pedestrian sidewalk located at the intersection of Great Neck Road South and Donna's Lane. The construction of the sidewalk and the purchase/installation of the beacons would be fully funded by The Northbridge Companies.

Since the sidewalk and beacons are within the right-of-way for Great Neck Road South, the Town of Mashpee would own the improvements and be responsible for future maintenance assumptions.

Motion made by Selectman Sherman to approve the proposed sidewalk extension on Great Neck Road South as described to include the pedestrian crosswalk beacon installation.

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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COMMUNICATIONS & CORRESPONDENCE

Public Notice Request for Proposals, Cape & Islands Workforce Investment Board:

For informational purposes it was disclosed the Cape & Islands Workforce Investment Board is seeking proposals from experienced organizations to provide Workforce Innovation and Opportunity Act (WIOA) services to include career center operations/services to adults, dislocated workers and youth within the Cape & Islands Workforce Development Region.

Approximately \$2,260,000 in core funding for Adult, Dislocated Workers and Youth Framework services is expected to be available in fiscal year 2018. All bid proposals must be submitted no later than Wednesday, February 1, 2017.

It was agreed this information would be posted on the Town's website.

Correspondence from Town Manager, Community Compact Regional Project:

At the Selectmen's Meeting of April 11, 2016 Rodney C. Collins Town Manager presented a Joint Statement to the Board relative to the Governor's Community Compact Regional Program. The voluntary program identifies a number of alternative best practices areas in which municipalities may partner with representatives from the Commonwealth to improve and enhance management practices for more efficient and effective operations.

The Board at their April 11, 2016 meeting voted to participate in the Community Compact Program authorizing the Joint Statement of Interest. The Four Municipality Regional Collaboration consists of the Towns of Mashpee, Falmouth, Bourne and Sandwich. The primary focus is to jointly pursue state funding and partner with Joint Base Cape Cod to identify opportunities for potential cost effective collaboration in the area of wastewater in the Upper Cape region.

Joint Base Cape Cod is proposed as a facility to treat and discharge wastewater. For this regional initiative, \$150,000 is being requested. The deadline for the grant program is November 15, 2016. It was noted that recently, MassDevelopment conducted a feasibility study with respect to this regard and it may be an opportunity to utilize information from the study on this project.

Emergency Shellfish Ban Lifted:

It was announced the MA Department of Marine Fisheries has lifted the emergency shellfish ban in Mashpee with the exception of the oyster beds. The shellfish ban was ordered earlier this month due to a phytoplankton bloom in the local waterways. During this closure there were no positive test samples reported.

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NEW BUSINESS

Discussion of feasibility study for privatization of ambulance services:

The Board of Selectmen in continuing their review of operational efficiency and cost effectiveness discussed the feasibility of conducting a study for the privatization of ambulance services. For disclosure, it was affirmed that no other action would be taken other than conducting a feasibility study. The Board of Selectmen recently held a financial meeting regarding the long term fiscal analysis and plan for the Town. Realizing there are challenges in fiscal year 2022 the Board is reviewing scenarios to better serve the Town. This endeavor includes a review of other operational efficiencies within the Town.

Town Manager Rodney C. Collins indicated it is important to keep the taxpayer informed if efficiency could or could not be improved. If questions were to arise regarding operational proficiency, this type of factual information would be disclosed to the taxpayer. It was agreed the Town has trained staff and equipment to provide for professional ambulance services and there is preference to maintain the current staffing. However, it is important to conduct due diligence on behalf of the taxpayers.

Motion made by Selectman Cotton to authorize the Town Manager to move forward to secure a feasibility study for the privatization of ambulance services.

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

Certification and confirmation of appointment of Human Resources Director, Kimberly Landry:

It is the recommendation of Rodney C. Collins, Town Manager to appoint Kimberly Landry to the position of Director of Human Resources. Ms. Landry has exemplified as acting HR Director for the past several months. The position was posted in-house. Only one application and resume was received from Kimberly Landry. Rodney C. Collins, Town Manager indicated based on Ms. Landry’s resume, qualifications and overall performance he is confident Ms. Landry has the ability to professionally fulfill this capacity.

Motion made by Selectman Cahalane to certify and confirm the appointment of Kimberly A. Landry to the position of Human Services Director.

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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NEW BUSINESS

Review and execution of Order for Betterment Assessment and Certification of Betterment Assessment, Anthony's Way:

The Board of Selectmen reviewed the Order for Betterment Assessment for construction improvements to Anthony's Way. Said improvements cost \$27,920.90. The proportionate share of the cost to each of the (7) parcels of land is \$3,988.70.

Motion made by Selectman Cotton to execute and certify the Order for Betterment Assessment for construction improvements to Anthony's Way 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

LIAISON REPORTS

Schools: The School Department will hold its first meeting to discuss School Superintendent Search Process in two weeks. Board of Selectmen member John Cotton liaison to the School Committee and Rodney C. Collins, Town Manager will serve on this committee.

ADJOURNMENT

Motion made by Selectman Cahalane to adjourn at 7:09 p.m. The Board will enter into Executive Session at this time for the purpose of discussing upcoming contract negotiations with collective bargaining units. The Board will not reconvene in Open Session.

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