

**AGENDA  
BOARD OF SELECTMEN  
MONDAY, MAY 16, 2022  
WAQUOIT MEETING ROOM  
MASHPEE TOWN HALL  
16 GREAT NECK ROAD NORTH  
MASHPEE, MA 02649**

**MASHPEE TOWN CLERK**

MAY 12 2022

RECEIVED BY: 

\*Broadcast Live on Local Cable Channel 18\*

\*Streamed Live on the Town of Mashpee Website: <https://www.mashpeema.gov/channel-18>\*

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

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**MINUTES**

Approval of the following: Monday, April 25, 2022 Regular Session; Monday, May 2, 2022 Regular Session

**APPOINTMENTS & HEARINGS**

- Discussion and Approval of the Following Special Event:  
*Race Amity Day-June 12 2022; 12-4 pm; Mashpee Community Park*
- Discussion and Approval of the Following Proclamations
  - Race Amity Day
  - Mashpee Chamber of Commerce Citizen of the Year
- Discussion and Approval of the Following Appointments:  
Conservation Commission:  
*Member at Large: Steven Cook (Term Expires June 30, 2023)*  
*Associate Member: Marjorie Clapgood (Term Expires June 30, 2022)*  
Mashpee Inclusion and Diversity Committee:  
*Member-at-Large: Rowela Kent (Term Expires June 30, 2022)*
- Discussion and Approval of the Following Resignations:  
Affordable Housing Committee: *Member-at-Large: Michael Richardson (Term Expires June 30, 2022)*
- Public Comment

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

**NEW BUSINESS**

Discussion and Approval of Board of Selectmen Meeting Schedule July – December 2022

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

**LIAISON REPORTS**

**TOWN MANAGER UPDATES**

**EXECUTIVE SESSION**

Discussion of Strategy with Respect to a Personal Service Contract with Deputy Fire Chief Joseph Peltier pursuant to M. G.L. c. 30A, §21 (a) (3)

Discussion of Strategy relative to pending litigation in the matter of Haney, Trustee of Gooseberry Island Trust v. Town of Mashpee Zoning Board of Appeals, et al; (USDC (Massachusetts) Docket No. 21-10718-JGD) pursuant to M. G.L. c. 30A, §21 (a) (3)

**RECONVENE OPEN SESSION**

Discussion, Approval and Ratification of Personal Service Contract for Deputy Fire Chief Joseph Peltier

**REORGANIZATION OF THE BOARD**

Nomination and Election of Chair, Vice- Chair and Clerk

**ADJOURNMENT**

**AGENDA  
BOARD OF SELECTMEN  
MONDAY, MAY 2, 2022  
MAIN OFFICE CONFERENCE ROOM  
MASHPEE HIGH SCHOOL  
500 OLD BARNSTABLE ROAD  
MASHPEE, MA 02649**

**6 p.m. – Convene Meeting in Open Session**

**OLD BUSINESS**

- Discussion, Approval and Execution of Comcast Cable Television License Renewal

**NEW BUSINESS**

- Discussion and Approval of a Bond Anticipation Note (BAN): *Town Treasurer Craig Mayen*
- Discussion and Approval of Extension of Spring Construction on the Route 151 Corridor Project until June 17, 2022: *DPW Director Catherine Laurent*

**CONVENE JOINT MEETING WITH THE FINANCE COMMITTEE**

- Review, Discussion and Possible Action on Special and Annual Town Meeting Warrants with the Finance Committee and the Town Moderator

**ADDITIONAL TOPICS**

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

**ADJOURNMENT**

Mashpee Select Board  
Minutes  
May 2, 2022

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

Attendees: Town Counsel Patrick J. Costello  
Town Moderator Jeremy Carter  
The Finance Committee

Meeting Called to Order by Chairman Sherman at 6:00 p.m.  
Mashpee High School Main Office Library

**OLD BUSINESS**

Discussion, Approval and Execution of Comcast Cable Television License Renewal:

The Mashpee Select Board reviewed the Comcast Cable Television License Renewal as reviewed and approved by Town Counsel Patrick J. Costello to form.

**Motion made by Selectman Cotton to approve and execute the Comcast Cable Television License Renewal as presented.**

**Motion seconded by Selectman Gottlieb.**

**VOTE: Unanimous. 5-0.**

**Roll Call Vote:**

Selectman Sherman, yes  
Selectman Cotton, yes

Selectman Weeden, yes  
Selectman O'Hara, yes

Selectman Gottlieb, yes  
Opposed, none

**NEW BUSINESS**

Discussion and Approval of a Bond Anticipation Note (BAN): Town Treasurer Craig Mayen:

Craig Mayen, Treasurer/Tax Collector was in attendance to request the Select Board approve a Bond Anticipation Note (BAN) in the amount of \$3,510,000 to cover road projects, costs for Phase I sewer planning, and a portion of Phase I wastewater construction.

The Ban is required to not reduce Funds Available for Appropriation or Free Cash at the end of the fiscal year by the Department of Revenue. The BAN award; 1.75% interest is presented by the Cape Cod Five Cents Savings Bank, the low bidder for this note.

Mashpee Select Board  
Minutes  
May 2, 2022

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## **NEW BUSINESS**

Discussion and Approval of a Bond Anticipation Note (BAN): Town Treasurer Craig Mayen:  
(continued)

**Motion made by Selectman Gottlieb to approve the BAN in the amount of \$3,510.00 to the Cape Cod Five Saving Bank as recommended.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 5-0.**

**Roll Call Vote:**

**Selectman Sherman, yes  
Selectman Cotton, yes**

**Selectman Weeden, yes  
Selectman O'Hara, yes**

**Selectman Gottlieb, yes  
Opposed, none**

Discussion and Approval of Extension of Spring Construction on the Route 151 Corridor Project until June 17, 2022: DPW Director Catherine Laurent:

Catherine Laurent, Director of Public Works was in attendance to review Route 151 Corridor project and the possible extension of Spring construction from May 27, 2022 to June 17, 2022. Ms. Laurent indicated the additional three-week construction may advance the two-year project schedule. The MassDOT has recommended input from the Town of Mashpee with respect to this regard.

It was also noted the Mashpee public schools are ending on June 23, 2022. In general, summer traffic increases after the close of the school year.

A brief discussion followed with regards to possible weather conditions which may impact the project during the fall and winter months.

Although work at night during this phase of construction cannot be accomplished. It was suggested that night work be given strong consideration.

**Motion made by Selectman Gottlieb to ask the MassDOT to disapprove the extension of Spring construction on the Route 151 Corridor project and to kindly ask for more night work.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 5-0.**

**Roll Call Vote:**

**Selectman Sherman, yes  
Selectman Cotton, yes**

**Selectman Weeden, yes  
Selectman O'Hara, yes**

**Selectman Gottlieb, yes  
Opposed, none**

Mashpee Select Board  
Minutes  
May 2, 2022

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## **CONVENE JOINT MEETING WITH THE FINANCE COMMITTEE**

The Finance Committee called their meeting to order at 6:14 p.m.

Finance Committee members in attendance include; Jeffrey Pettengill, Gregory McKelvey, Darlene Furbush, John Miller, Mike Richardson, and Patrick Brady.

### **Review, Discussion and Possible Action on Special and Annual Town Meeting Warrants with the Finance Committee and the Town Moderator:**

The Select Board took action on the warrant articles lacking recommendations. It was noted the Finance Committee took action on outstanding articles at their last meeting.

Article #29 through Article #32: Petition Articles related to a new Solar Energy Systems Overlay District.

Discussion followed with respect to the articles as proposed that would require the clear cutting of trees, impact wildlife and habitat to create the ground-mounted solar systems overlay. The concept was debated as this type of project has benefits which would bring revenue to the Town and offset electricity costs to the elderly and those with low income.

**Motion made by Selectman Gottlieb to oppose Petition Article #29 through #32.**

**Motion to oppose was seconded by Selectman Weeden.**

**VOTE: 2-3. Motion does not carry.**

**Roll Call Vote:**

Selectman Sherman, no  
Selectman Cotton, no

Selectman Weeden, yes  
Selectman O'Hara, no

Selectman Gottlieb, yes  
Opposed, (3)

**Motion made by Selectman Cotton to approve and recommend Petition Article #29 through #32.**

**Motion seconded by Selectman Sherman.**

**VOTE: 3-2. Motion carries.**

**Roll Call Vote:**

Selectman Sherman, yes  
Selectman Cotton, yes

Selectman Weeden, no  
Selectman O'Hara, yes

Selectman Gottlieb, no  
Opposed, (2)

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## **CONVENE JOINT MEETING WITH THE FINANCE COMMITTEE**

Review, Discussion and Possible Action on Special and Annual Town Meeting Warrants with the Finance Committee and the Town Moderator: (continued)

Article #35: To require any Solar Energy Systems development of seven or more acres to provide open space and setbacks from water bodies and wetlands to preserve the environment.

**Motion made by Selectman Gottlieb to support Petition Article #35.**

**Motion seconded by Selectman Weeden.**

**VOTE: 2-3. Motion does not carry.**

**Roll Call Vote:**

Selectman Sherman, no	Selectman Weeden, yes	Selectman Gottlieb, yes
Selectman Cotton, no	Selectman O'Hara, no	Opposed, (3)

**Motion made by Selectman Cotton to not support Petition Article #35.**

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

**VOTE: 3-2. Motion carries.**

**Roll Call Vote:**

Selectman Sherman, yes	Selectman Weeden, no	Selectman Gottlieb, no
Selectman Cotton, yes	Selectman O'Hara, yes	Opposed, (2)

Jeremy Carter, Town Moderator was acknowledged for his 29 years of service to the Town of Mashpee. Mr. Carter will be retiring after this Town Meeting.

## **ADJOURNMENT**

**Motion made by Selectman Gottlieb to adjourn at 6:27 p.m.**

**Motion seconded by Selectman Cotton.**

**VOTE: Unanimous. 5-0.**

**Roll Call Vote:**

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

The Finance Committee unanimously adjourned at 6:27 p.m.

Respectfully submitted,

Kathleen M. Soares  
Select Board Secretary

**AGENDA  
BOARD OF SELECTMEN  
MONDAY, APRIL 25, 2022  
WAQUOIT MEETING ROOM  
MASHPEE TOWN HALL  
16 GREAT NECK ROAD NORTH  
MASHPEE, MA 02649**

\*Broadcast Live on Local Cable Channel 18\*

\*Streamed Live on the Town of Mashpee Website: <https://www.mashpeema.gov/channel-18>\*

**6 p.m. – Convene Meeting in Open Session**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**MINUTES**

Approval of the following: Monday, April 11, 2022 Regular & Executive Sessions

**APPOINTMENTS & HEARINGS**

- 6 pm - Public Hearing: Alcoholic Beverages License Amendment Application of Southworth Willowbend LLC dba Willowbend, 100 Willowbend Drive, Mashpee MA 02649, Change of Ownership Interest  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Southworth Willowbend LLC dba Willowbend
- 6:05 pm - Public Hearing: Alcoholic Beverages License Amendment Application of Shreeji Krupa LLC dba Best Buy Beverage, 16 Echo Road, Mashpee MA 02649, Change of Location  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Shreeji Krupa LLC dba Best Buy Beverage
- 6:10 pm – Public Hearing: Alcoholic Beverages License Amendment Application of Markantonis Group dba Estia, 26 Steeple Street, Mashpee MA 02649, Alteration of Licensed Premises  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Markantonis Group dba Estia
- Discussion and Approval of the Following:  
Resignations: Conservation Commission: *Bradford Sweet (Term Expires June 30, 2023)*  
Appointments: Affordable Housing Committee: *Stephanie Coleman (Term Expires June 30, 2022)*
- Discussion and Certification of Hiring Process of Police Officer – Richard Harrington: *Police Chief Scott Carline*
- Discussion, Certification and Confirmation of the Hiring of the Director of Assessing: *Joseph Gibbons*
- Public Comment

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

**NEW BUSINESS**

- Discussion and Approval of Award of Contract – Food & Beverage Concessions 2022-2024 Seasons for Mashpee Beaches and Heritage Park: *Winterbottom Ice Cream LLC dba Perry's Last Stand & Perry's Cape Cod Ice Cream Trucks*
- Discussion, Approval and Execution of the Comcast Cable Television License: May 1, 2022 through April 30, 2032

**ADDITIONAL TOPICS**

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

**LIAISON REPORTS**

**TOWN MANAGER UPDATES**

**EXECUTIVE SESSION**

**ADJOURNMENT**

Mashpee Select Board  
Minutes  
April 25, 2022

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Present: Selectman Carol A. Sherman, Selectman David W. Weeden, Selectman Andrew R. Gottlieb,  
Selectman Thomas F. O'Hara  
Town Manager Rodney C. Collins  
Assistant Town Manager Wayne E. Taylor

Absent: Selectman John J. Cotton

Meeting Called to Order by Chairman Sherman at 6:00 p.m.  
Mashpee Town Hall, Waquoit Meeting Room

## MINUTES

Monday, April 11, 2022 Regular & Executive Sessions:

**Motion made by Selectman O'Hara to approve the Regular & Executive Session minutes of Monday, April 11, 2022 as presented.**

**Motion seconded by Selectman Weeden.**

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

**Roll Call Vote:**

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

## APPOINTMENTS & HEARINGS

Public Hearing: Alcoholic Beverages License Amendment Application of Southworth Willowbend LLC dba Willowbend, 100 Willowbend Drive, Mashpee MA 02649, Change of Ownership Interest  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Southworth Willowbend LLC dba Willowbend:

The Select Board acting as the Local Licensing Authority opened the Public Hearing on the Alcoholic Beverages License Amendment application of Southworth Willowbend, LLC d/b/a Willowbend, 100 Willowbend Drive, Mashpee for a Change of Ownership Interest.

In accordance with posting procedures, the hearing notice was read aloud into the record. Jack McLenney was in attendance as representing attorney to review the application of Southworth Willowbend for a Change of Ownership Interest. The license is being updated to reflect the following individual Joseph Deitch who maintains 100% ownership after acquiring 50% of ownership interest from David Southworth.

All necessary paperwork has been submitted for approval of this transaction. Being no public comment, the Select Board motioned as follows;



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## **APPOINTMENTS & HEARINGS**

Public Hearing: Alcoholic Beverages License Amendment Application of Southworth Willowbend LLC dba Willowbend, 100 Willowbend Drive, Mashpee MA 02649, Change of Ownership Interest  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Southworth Willowbend LLC dba Willowbend: (continued)

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

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

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

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman O'Hara, yes**

**Opposed, none**

**Motion made by Selectman Gottlieb to approve the Alcoholic Beverages License Amendment Application of Southworth Willowbend, LLC d/b/a Willowbend for a Change of Ownership Interest as referenced.**

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

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

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman O'Hara, yes**

**Opposed, none**

Public Hearing: Alcoholic Beverages License Amendment Application of Shreeji Krupa LLC dba Best Buy Beverage, 16 Echo Road, Mashpee MA 02649, Change of Location  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Shreeji Krupa LLC dba Best Buy Beverage:

The Mashpee Select Board opened the Public Hearing by reading aloud the notice on the Alcoholic Beverages License Amendment application of Shreeji Krupa, LLC d/b/a Best Buy Beverage, 16 Echo Road, Mashpee for a Change of Location to 11 Evergreen Circle, Mashpee.

Attorney Christopher Kirrane was in attendance with his client Shreeji Krupa to review the proposed license amendment with the Select Board. It was disclosed that all operations would remain the same at the new site location. With construction advancement it is anticipated the business would relocate to its new facility in June or July of this year.

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

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

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

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

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman O'Hara, yes**

**Opposed, none**

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## **APPOINTMENTS & HEARINGS**

Public Hearing: Alcoholic Beverages License Amendment Application of Shreeji Krupa LLC dba Best Buy Beverage, 16 Echo Road, Mashpee MA 02649, Change of Location  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Shreeji Krupa LLC dba Best Buy Beverage: (continued)

**Motion made by Selectman Gottlieb to approve the Alcoholic Beverages License Amendment Application of Shreeji Krupa, LLC d/b/a Best Buy Beverage for a Change of Location to 11 Evergreen Circle, Mashpee.**

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

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

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman O'Hara, yes**

**Opposed, none**

Public Hearing: Alcoholic Beverages License Amendment Application of Markantonis Group dba Estia, 26 Steeple Street, Mashpee MA 02649, Alteration of Licensed Premises  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Markantonis Group dba Estia:

In accordance with posting procedures, the Public Hearing notice was read aloud into the record relative to the License Amendment application of Markantonis Group d/b/a Estia, 26 Steeple Street, Mashpee for an Alteration of Licensed Premises.

Christopher Kirrane representing counsel reviewed the proposed expansion into an adjacent unit to expand the square footage to the existing premise by 1,663 square feet. This includes the kitchen expansion by 245 square feet. The expansion into the adjacent unit would encompass one floor with three restroom facilities.

Attorney Kirrane indicated that 48 seats for outside dining are requested for approval as part of this alteration.

Selectman Thomas F. O'Hara recused himself from voting on this matter.

Being no further comment, the Board motioned as follows;

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

**Motion seconded by Selectman Weeden.**

**VOTE: Unanimous. 3-0-1.**

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman O'Hara, abstained**

**Opposed, none**

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## **APPOINTMENTS & HEARINGS**

Public Hearing: Alcoholic Beverages License Amendment Application of Markantonis Group dba Estia, 26 Steeple Street, Mashpee MA 02649, Alteration of Licensed Premises  
Discussion and Approval of Alcoholic Beverages License Amendment Application of Markantonis Group dba Estia: (continued)

**Motion made by Selectman Gottlieb to approve the License Amendment Application of Markantonis Group d/b/a Estia, 26 Steeple Street, Mashpee for an Alteration of Licensed Premises as requested.**  
**Motion seconded by Selectman Weeden.**

**VOTE: Unanimous. 3-0-1.**

**Roll Call Vote:**

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

Discussion and Approval of the Following:

Resignations: Conservation Commission: Bradford Sweet (Term Expires June 30, 2023):

The Mashpee Select Board took action on the resignation of Bradford Sweet from the Conservation Commission dated April 8, 2022 with a term due to expire on June 30, 2023.

**Motion made by Selectman Gottlieb to accept the resignation of Bradford Sweet from the Conservation Commission with appreciation for his dedicated service to the Town of Mashpee.**

**Motion seconded by Selectman Weeden.**

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

**Roll Call Vote:**

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

Appointments: Affordable Housing Committee: Stephanie Coleman (Term Expires June 30, 2022):

The Select Board was in receipt of a letter of interest from Stephanie Anne Coleman dated April 8, 2022 requesting to serve on the Affordable Housing Committee. Ms. Coleman is well-suited for this position.

**Motion made by Selectman Gottlieb to appoint Stephanie A. Coleman to the Affordable Housing Committee with a term to expire; June 30, 2022.**

**Motion seconded by Selectman Weeden.**

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

**Roll Call Vote:**

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

Mashpee Select Board  
Minutes  
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## **APPOINTMENTS & HEARINGS**

### **Discussion and Certification of Hiring Process of Police Officer – Richard Harrington: Police Chief Scott Carline:**

Chief of Police Scott Carline remitted correspondence regarding the Hiring Process of Richard Harrington as Police Officer effective April 26, 2022. Town Manager Rodney C. Collins affirmed that all policies and procedures are consistent with the Town of Mashpee through the Department of Human Resources. The appointment is conditional upon certification of the hiring process.

**Motion made by Selectman Gottlieb to certify the Hiring Process of Police Officer Richard Harrington as presented.**

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

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

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman O'Hara, yes**

**Opposed, none**

### **Discussion, Certification and Confirmation of the Hiring of the Director of Assessing: Joseph Gibbons:**

Joseph Gibbons was the recommended candidate for appointment as Director of Assessing. All policies and procedures of the Town have been satisfied regarding this appointment. Mr. Gibbons is an experienced Assessor with the skills, abilities and essential functions for this position. With the Select Boards certification and confirmation Mr. Gibbons would be appointed on May 2, 2022 to fill the vacancy created by the retirement of Jason Streebel.

**Motion made by Selectman Gottlieb to certify and confirm the Hiring of Joseph Gibbons as Director of Assessing as recommended.**

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

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

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman O'Hara, yes**

**Opposed, none**

### **Public Comment:**

Marie Stevenson, Chair of Mashpee Inclusion and Diversity Committee (MIDC) spoke regarding the need to make amends and to move forward with a resolve in a respectful manner. She expressed a willingness to assist the Town in addressing the various concerns.

Mashpee Select Board  
Minutes  
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## **NEW BUSINESS**

### Discussion and Approval of Award of Contract – Food & Beverage Concessions 2022-2024 Seasons for Mashpee Beaches and Heritage Park: Winterbottom Ice Cream LLC dba Perry's Last Stand & Perry's Cape Cod Ice Cream Trucks:

Correspondence was received from Terrie Cook, Administrative Assistant dated April 21, 2022 recommending the Select Board accept the bid of \$3,600 for 2022, 2023 and 2024, and award a contract to Winterbottom Ice Cream, LLC d/b/a Perry's Last Stand & Perry's Ice Cream Trucks. This firm has successfully held this contract for the past three years.

**Motion made by Selectman Gottlieb to authorize and award a contract to Winterbottom Ice Cream for Food & Beverage Concessions for the 2022-2024 Seasons for Mashpee Beaches and Heritage Park.**

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

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

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman O'Hara, yes**

**Opposed, none**

### Discussion, Approval and Execution of the Comcast Cable Television License: May 1, 2022 through April 30, 2032:

Town Manager Rodney C. Collins recommended the Select Board indefinitely postpone the approval and execution of the Comcast Cable Television License until Town Counsel has reviewed and approved the document to form. The Select Board agreed to defer this matter at this time.

## **TOWN MANAGER UPDATES**

151 Corridor Improvement project: Work on the Route 151 Corridor Improvement project is anticipated to cease on May 27, 2022. The Town was requested to consider extending the Spring construction to June 17, 2022. The construction schedule for this phase of the project extends to the end of 2024 and does not include peak summer months or harsh winter conditions.

The Select Board requested further information regarding the value of extending the project for an additional two weeks, and of the scope of the project and what would be required during the extension period. There is concern with the increased traffic as well as limited and viable options for diversion. This matter will be further reviewed at the next meeting.

Vacancies: Board and Committee vacancies are duly advertised. This includes the Sewer Commission.

COVID: Four new cases have been reported over the weekend. There are currently 13 known cases with 6 out of isolation in Mashpee.

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Minutes  
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**ADJOURNMENT**

**Motion made by Selectman Gottlieb to adjourn at 6:26 p.m.**

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

**VOTE: Unanimous. 5-0.**

**Roll Call Vote:**

**Selectman Sherman, yes**

**Selectman Weeden, yes**

**Selectman Gottlieb, yes**

**Selectman Cotton, yes**

**Selectman O'Hara, yes**

**Opposed, none**

Respectfully submitted,

Kathleen M. Soares  
Secretary to the Select Board




# TOWN OF MASHPEE

## OFFICE OF SELECTMEN

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

### MEMORANDUM

Date: May 12, 2022  
To: Rodney C. Collins, Town Manager and  
Honorable Members of the Select Board  
From: Stephanie A. Coleman, Administrative Secretary   
Re: Special Event Application – 2<sup>nd</sup> Annual Race Amity Day Festival

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#### Description

Discussion of the Special Event Application for Race Amity Day hosted by the Mashpee Inclusion and Diversity Committee.

#### Background

The proposed event is scheduled to take place on Sunday, June 12, 2022 from 12 to 4 pm at the Mashpee Community Park. Details from the host are as follows:

The 2<sup>nd</sup> Annual Race Amity Day Festival will be a family friendly event to celebrate Race Amity Day. There will be music, dancing, guest speakers and food. Total attendance expected is 120. Invitations have been extended to State Representatives and guest speakers are to be determined. There will also be a reading of the proclamation by the Select Board.

#### Recommendations

**Health** – Approved. No additional comments.

**Building** – Approved. No additional comments.

**DPW** – Approved. Applicant is responsible for picking up litter from the park and parking lot after the event. Applicant should contact Town Manager's Office regarding use of the Archives restroom. Restrooms shall be secured at the end of the event. Contact DPW if use of electricity in the pavilion is requested. Parking on Collins lane shall not be permitted. Overflow parking is available at Town Hall.

**Fire** – Approved. No Fire Department Requirements.

**Police** – Approved. No Details will be required for this event.

# SPECIAL EVENT PERMIT APPLICATION

Application packet must be received no later than **45 days prior to the event.**

## APPLICATION DETAILS

Application #:	<i>SE-22-108858</i>	Date Issued:		Permit #:		Date Paid:	
Fee Payable: (\$)	<i>0.00</i>	Fee Paid: (\$)	<i>0.00</i>	Receipt #:			

## SECTION 1 - SITE INFORMATION

Street Name	<i>GREAT NECK RD NORTH</i>	Map Block Lot	<i>36-0-7</i>
Street Number	<i>13</i>	Zone	<i>C2</i>
Unit No.			

## SECTION 2 - BUSINESS OWNER INFORMATION

Business Owner Name	<i>MASHPEE TOWN OF</i>				
Street Number	<i>13</i>	Street Name	<i>GREAT NECK ROAD NORTH</i>		
City	<i>MASHPEE</i>	State	<i>MA</i>	Zip Code	<i>02649</i>
Telephone		Email			

## SECTION 3 - APPLICANT INFORMATION

Applicant Name	<i>Mashpee Inclusion and Diversity Committee</i>				
Street Number		Street Name			
City	<i>Mashpee</i>	State	<i>Massachusetts</i>	Zip Code	<i>02649</i>
Business Telephone		Email			

## SECTION 4 - MAILING ADDRESS

Street Number	<i>16</i>	Street Name	<i>Great Neck Road North</i>		
City	<i>Mashpee</i>	State	<i>MA</i>	Zip Code	<i>02649</i>



Telephone \_\_\_\_\_

**SECTION 5 - PRIMARY CONTACT INFORMATION**

Primary Contact Name Mashpee Inclusion and Diversity Committee

Non-Profit Organization / Event ☐ Yes ☐ No

Day Phone \_\_\_\_\_ Email \_\_\_\_\_

Cell Phone \_\_\_\_\_ Website \_\_\_\_\_

**SECTION 6 - EVENT INFORMATION**

Event Name 2nd Annual Race Amity Day Festival Event Producer Dan Kupferman

Physical location if no address and description of area being used Mashpee Community Park

Starting Date 06/12/22 Time 12 noon Ending Date 06/12/22 Time 4:00 PM

Total Attendance Expected 120 Rain Plan TBD

List any streets to be closed for special event \_\_\_\_\_

Summary of Event - Please describe in full detail the special features of the event within the box below. After application is submitted, you may attach a flyer to your application from the home page.

*This family-friendly event celebrates Race Amity Day. There will be music, dance, guest speakers, and food. We have invited local dignitaries (state reps/senator) - attendance TBD. We also members of the Select Board to speak. Last year they read a proclamation from Governor Baker - we hope they will do so again.*

Applicant to confirm they are applying for an event on city property ☐ Yes ☐ No

Will Food be served? ☐ Yes ☐ No If so please explain Food trucks.

**SECTION 7 - RELEASE/HOLD HARMLESS/INDEMNIFICATION AGREEMENT (REQUIRED FOR USE OF TOWN PROPERTY ONLY)**

We/I, Mashpee Inclusion and Diversity Committee (name of individual[s], partnership, or corporation) hereby agree and promise to release, hold harmless and indemnify the Town of Mashpee, including employees, officials, board members, etc., from all liability of any kind or nature arising or resulting from the activity entitled 2nd Annual Race Amity Day Festival (name of event) to be held on 06/12/22

The undersigned represents that he/she has the authority to execute this Agreement.

Signed on 04/15/22

on behalf of Dan Kupferman

the event's

chairperson

X Dan Kupferman

**SECTION 8 - DECLARATION**

☒ I do hereby certify under the pains & penalties of perjury that the information provided above is true and correct.

Date 04/15/22

Please contact the Selectmen's Office at (508) 539-1401 if you have any question regarding this application form.



## ***A PROCLAMATION*** ***Race Amity Day***

**WHEREAS**, Massachusetts supports the Great Seal of the United States of America which bears the inscription E Pluribus Unum, which translates from Latin as “Out of many, one”; and

**WHEREAS**, the greatest asset of the Commonwealth of Massachusetts is its people; and

**WHEREAS**, friendship, collegiality, civility, respect, and kindness are commonly shared ideals of the collective citizenry of the Commonwealth of Massachusetts; and

**WHEREAS**, the Towards E Pluribus Unum Initiative has invited communities across the United States of America to join in introspection and reflection on the beauty and richness of the diverse peoples of this great nation while reaching out with a spirit of amity toward one another annually on the second Sunday in June; and

**WHEREAS**, H 2745, Chapter 163 of Acts of 2015 of the Commonwealth of Massachusetts establishes the second Sunday in June annually as Race Amity Day; and

**THEREFORE**, we, the Mashpee Board of Selectmen, do hereby proclaim June 12, 2022 to be “RACE AMITY DAY” in the Town of Mashpee.

Mashpee Board of Selectmen

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Carol A. Sherman, Chair

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David W. Weeden, Vice-Chair

---

Andrew R. Gottlieb, Clerk

---

John J. Cotton

---

Thomas F. O’Hara



**PROCLAMATION**  
*Mashpee Board of Selectmen*  
*Citizen of the Year*

**WHEREAS,** Thomas C. Rullo faithfully served the Town of Mashpee in the Fire Department for over 10 years as its Fire Chief and Deputy Fire Chief; and

**WHEREAS,** Mr. Rullo successfully worked as the Town of Mashpee's Emergency Management Director for many years; and

**WHEREAS,** Mr. Rullo was instrumental during the COVID-19 pandemic in ensuring that the Town's elderly and homebound residents received services to protect their wellbeing; and

**WHEREAS,** Mr. Rullo worked in cooperation with the Mashpee Community Health Center and the Mashpee Board of Health to expand the Town's outreach programs and hold numerous vaccine clinics at Christ the King Parish and the Cape Cod Church; and

**WHEREAS,** Mr. Rullo was influential in ensuring that the Town residents were well informed of safety protocols and that health supplies were readily available for our first responders; and

**WHEREAS,** Mr. Rullo received advanced training in many areas for the fire and rescue service, including fireworks safety and has many specialized skills; and

**WHEREAS,** Mr. Rullo earned the distinguished honor of being named by the Mashpee Chamber of Commerce as Citizen of the Year

**THEREFORE,** we, the Mashpee Board of Selectmen, do hereby proclaim May 18, 2022 to be "Thomas C. Rullo Day" in the Town of Mashpee.

\_\_\_\_\_  
Carol A. Sherman, Chair

\_\_\_\_\_  
David W. Weeden, Vice-Chair

\_\_\_\_\_  
Andrew R. Gottlieb, Clerk

\_\_\_\_\_  
John J. Cotton

\_\_\_\_\_  
Thomas F. O'Hara



# TOWN OF MASHPEE

## OFFICE OF SELECTMEN

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

### MEMORANDUM

Date: May 12, 2022

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

From: Stephanie A. Coleman, Administrative Secretary 

Re: Appointments to the Conservation Commission and Mashpee Inclusion and Diversity Committee

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#### Description

Discussion and approval of the following appointments:

- Conservation Commission: Member At-Large: Steven Cook, Term Expires June 30, 2023 **\*Mr. Cook is currently an Associate Member, he has requested to change his position to a Member At-Large;**
- Conservation Commission: Associate Member: Marjorie Claprood, Term Expires June 30, 2022;
- Mashpee Inclusion and Diversity Committee: Member at Large: Rowela Kent Term Expires June 30, 2022.

#### Recommendation

Attached are the recommendations for appointment from the Conservation Commission and the Mashpee Inclusion and Diversity Committee. The letters of interest and/or resumes for each candidate are included with the recommendations.

**From:** Andrew McManus <amcmanus@mashpeema.gov>

**Sent:** Friday, April 29, 2022 8:21 AM

**To:** Terrie Cook <tmcook@mashpeema.gov>

**Cc:** Stacey Ducharme <sducharme@mashpeema.gov>; Katelyn Cadoret <kwcadoret@mashpeema.gov>; Steven H. Cook <shcook@mashpeema.gov>; 'Marjorie' Clapprood <mclapprood@mashpeema.gov>; Deb F. Dami <dkaye@mashpeema.gov>

**Subject:** Commissioner endorsements: 4-28-22

Good Morning Terrie,

The Conservation Commission unanimously voted to endorse the following at their April 28<sup>th</sup> public meeting:

- Endorsement of current Associate Commissioner Steven Cook for full time Commissioner status (taking recently retired Brad Sweet's open seat)
- Endorsement of Marjorie Clapprood for Associate Commissioner

Please see attached letters of interest from Steve and Marjorie.

Sincerely,

-Drew

Drew McManus

Town of Mashpee  
Conservation Agent  
508-539-1400 X8539  
amcmanus@mashpeema.gov

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*"We in America do not have government by the majority, we have government by the majority who participate"*

**-Thomas Jefferson**

*"In the end, our society will be defined not only by what we create but what we refuse to destroy"*

**-John C. Sawhill, The Nature Conservancy**

**Steven H. Cook**

**Mashpee , MA 02649**

**To: Chad Smith, Chair, Town of Mashpee Conservation Commission**  
**cc: Town of Mashpee Select Board**

**I am requesting to be appointed a full member of the Conservation Commission from my current position as an associate member.**

**Thank you for your consideration,**

A handwritten signature in black ink, appearing to read "Steve H. Cook". The signature is fluid and cursive, with the first name "Steve" written in a larger, more prominent script than the last name "H. Cook".

**Letter of Interest: from Marjorie Clapprood**

Marjorie

Mon 4/11/2022 8:14 AM

To:

Cc: Andrew McManus &lt;amcmanus@mashpeeema.gov&gt;

 1 attachments (15 KB)

Clapprood, Marjorie - BIO 2020.docx;

**WARNING! EXTERNAL EMAIL:** : This message originated outside the Town of Mashpee mail system and could be **harmful**. PLEASE DO NOT CLICK ON LINKS OR ATTACHMENTS unless you are absolutely certain the content is safe.

Dear Chairman Smith:

Hoping this email finds you well. I'm writing to express my interest in the Conservation Commission, and hope you and your board will consider me for an appointment. I've owned a home in Mashpee for almost 30 years, and for the last five, my husband Chris Spinazzola and I have made Mashpee our permanent "forever home". We love it here and are seeking to get more involved in what's happening, and find ways in which we might be helpful as a volunteer. I've met with Rodney Collins and Drew McManus for advice, and now seek your assistance as well.

My background, as you will see in my attached resume, includes three terms as a member of the Massachusetts House of Representatives, where I had many opportunities to work on issues that involve the preservation of our environs, from infrastructure issues, waterways, development and its impact on our waters, air, land and wildlife preservation to the myriad ways our government has to navigate in order to insure the bylaws, laws and regulations are up to date and enforced. My badge of courage was working with Secretary Fred Salvucci and Governor Mike Dukakis on the behemoth project known euphemistically as the "Big Dig", during which time the legislature was also involved in the clean up of the Boston Harbor (together this was akin to a crash masters' course in infrastructure management and multi-tasking). More recently, I have volunteered to work with Mashpee Clean Waters and Save Popponesset Bay, both of which have heightened my interest in getting more involved on the town level. I was also recently elected Chair of the Bright Coves Council, part of New Seabury, and joined the board of the Peninsula Council.

I look forward to having a chance to meet with you and other members of the Board at your next meeting on April 14th, and thank you in advance for the opportunity.

Sincerely,  
Marjorie Clapprood

CLAPPAZZOLA PARTNERS



## MARJORIE O'NEILL CLAPPROOD

## BIOGRAPHICAL SKETCH (Updated 2020)

Marjorie is a unique combination of talents: a former health care executive, legislator, award-winning talk show host on radio and television, and a consultant in health care, human services, government relations & event-planning, known for her candor, wit and dynamic presentations. In politics, media, activism & consulting, Marjorie is known for her passionate commitment to an issue or project and brings unlimited energy and attention to detail in all her endeavors.

Before starting her own consulting firm, Marjorie was elected to three successive terms in the **Massachusetts House of Representatives**, where she was named "Legislator of the Year" eight times. She left the Legislature to run for Lt. Governor, when she won the Democratic primary and joined Dr. John Silber on the ticket that lost by a razor-thin margin, leading Marjorie into radio and television.

As co-host of the top-rated morning show on **WRKO** radio, a 50-thousand watt major network in the Boston market, Marjorie was named "Best Talk Show Host" by Achievement in Radio, and received the Associated Press Award for Best Public Affairs Programming for "The Marjorie Clapprood Show" a daily live TV talkshow on **New England Cable News**. She went on to host her own national talk show, "**Clapprood Live!**" on **Lifetime TV**, and has been a guest on numerous national broadcasts, including "**Oprah**" and "**Good Morning, America**."

Prior to forming **Clappazzola Partners**, Marjorie ran a niche consulting firm, **Clapprood Associates**, providing strategic planning for non-profits. A partial list of clients includes AOL Time Warner, the Teen Action Campaign; Boston Medical Center, Massachusetts Coalition against Domestic and Sexual Violence (Jane Doe), the Asian Task Force on Domestic Violence, the Matt Light Foundation and Bank of America.

Marjorie joined forces with her husband, Chris Spinazzola, to create **Clappazzola Partners**, combining her love and expertise in marketing, lobbying and media relations with Christopher's expertise in food, wine and event-planning. Together, they created the national award-winning **Spinazzola Festival of Food & Wine**, raising millions for hunger relief and homelessness and now offer strategic consulting and concierge services for development, re-organization, maximizing awareness of an organization or mission, lobbying, and event planning. They make "happenings" happen, soup to nuts, literally.

A native Bostonian, Marjorie is a summa cum laude graduate of Stonehill College with a B.S. in Health Care Administration and attended Boston University Law School for a year before leaving to run for public office. She sits on the Advisory Board for Samaritans Inc, the Children's HealthWatch and is a frequent lecturer and commentator on radio/television and social media. She currently resides & works in Mashpee, where she has owned a home for over 30 years and where she serves as Chair of the Bright Coves Council, as a member of the Peninsula Council Board of Directors, and volunteers with Mashpee Clean Waters and Save Popponesset Bay.

Marjorie Clapprood  
Clappazzola Partners

March 23, 2022

Ms. J Marie Stevenson  
MIDC Chairman  
Mashpee Inclusion & Diversity Committee  
Mashpee Townhall

***Subject: Letter of Interest to Join as MIDC Committee***

Dear Ms. Stevenson & Committee Members,

I am a humble resident of Mashpee and I'd like to express my interest in joining the Mashpee Inclusion & Diversity Committee.

I moved to Mashpee some eight years ago, where I am building a life, a home, and raising a family with my husband. It wasn't until I moved to this area that I became very much aware that I am considered a "minority." Through my upbringing, which was deeply rooted in multi-cultural traditions, I had never heard the term "minority" because I grew up in customs where everyone was considered equal. The concept of "majority" or "minority," when referencing a person's racial class was non-existent. I simply did not understand what was meant by this label.

Our town is such a beautiful place and truthfully, I fell in love with this peaceful town. I have met countless amazing people both personally and professionally. However, this is also the place where my now 11-year-old daughter, who now refuses to come back, was a student in the Mashpee School system as a 2<sup>nd</sup> grader, experienced unfortunate treatment by some older fellow students; As well as I've experienced something I never understood what or why but treatment I can only call weird by some. Sadly, with the specific circumstance it then became clear my daughter and I were "minorities."

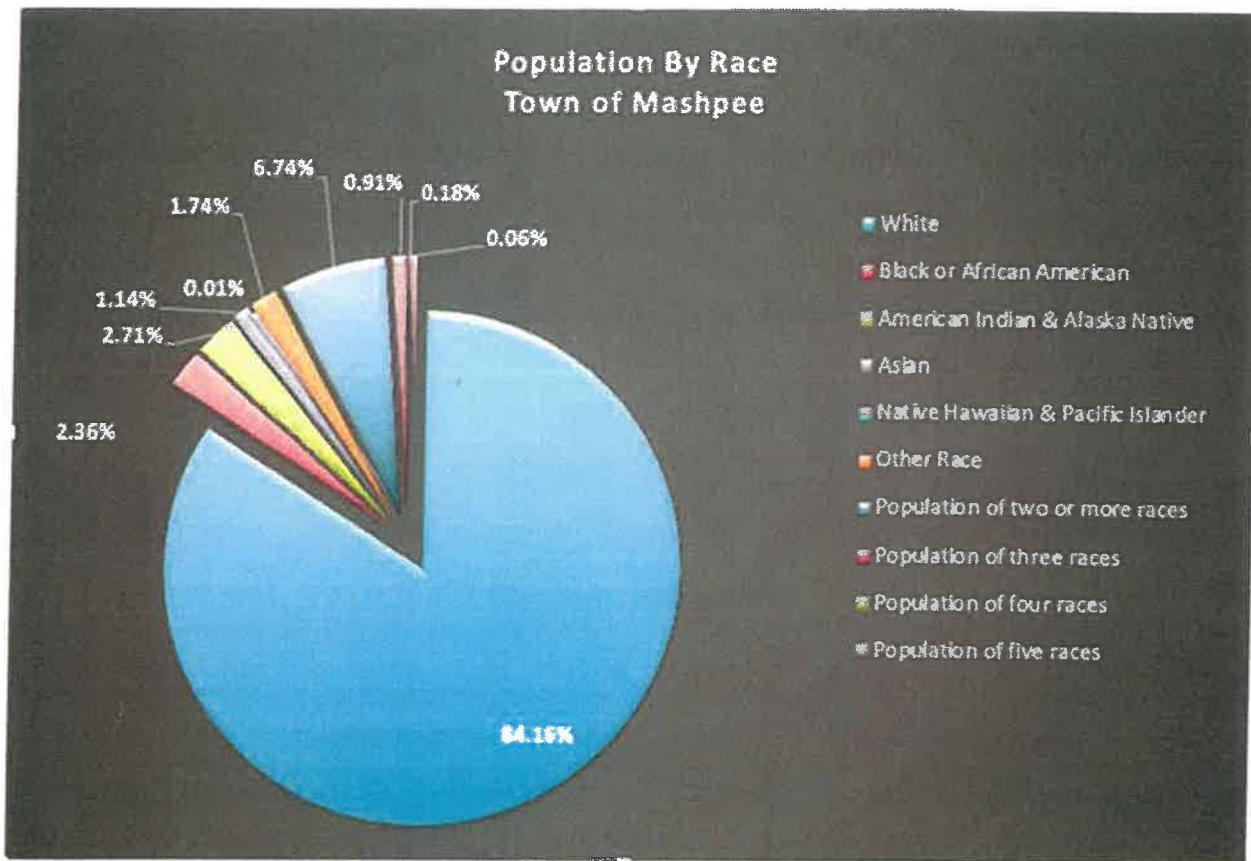
If I may, I'd like to share a little glimpse of me as a person. I've lived in, worked in, and I have taken pleasure in learning other cultures (and a little bit of languages) of countless countries where I have spent time. For me, it is important to learn one's culture and become immersed in environments where I am located. I do my best to show immense respect for every person and every community.

I do not pass judgment based on nationality, color, gender, race, or status. I simply respect fellow human beings. This has always provided me with comfort and Peace of mind mentally and emotionally.

That peace, that fascinating feeling that everyone belongs, is what I'd like to be part of by supporting the initiatives set by the Mashpee Inclusion & Diversity Committee.

According to the data from US Census Bureau, the below shows the statistics specific to the Town of Mashpee. I always imagine what if this population that seem to somewhat looks

segregated like a pie chart that it represents below, be just one whole community, period. I thought, wouldn't that be amazing for us and our future generation?



Source: <https://data.census.gov/cedsci/table?q=mashpee&tid=DECENNIALPL2020.P1>

My youngest daughter is now 18 months old, and I want to surround her with balance. The experience of being classified as a "minority" motivates me now more than ever, to be part of building awareness and educating the community. My children inspire me to be involved in bringing that change to our community and our future generations.

I'm humbly looking forward to your kind consideration; Thank you for your time and the opportunity to present this letter.

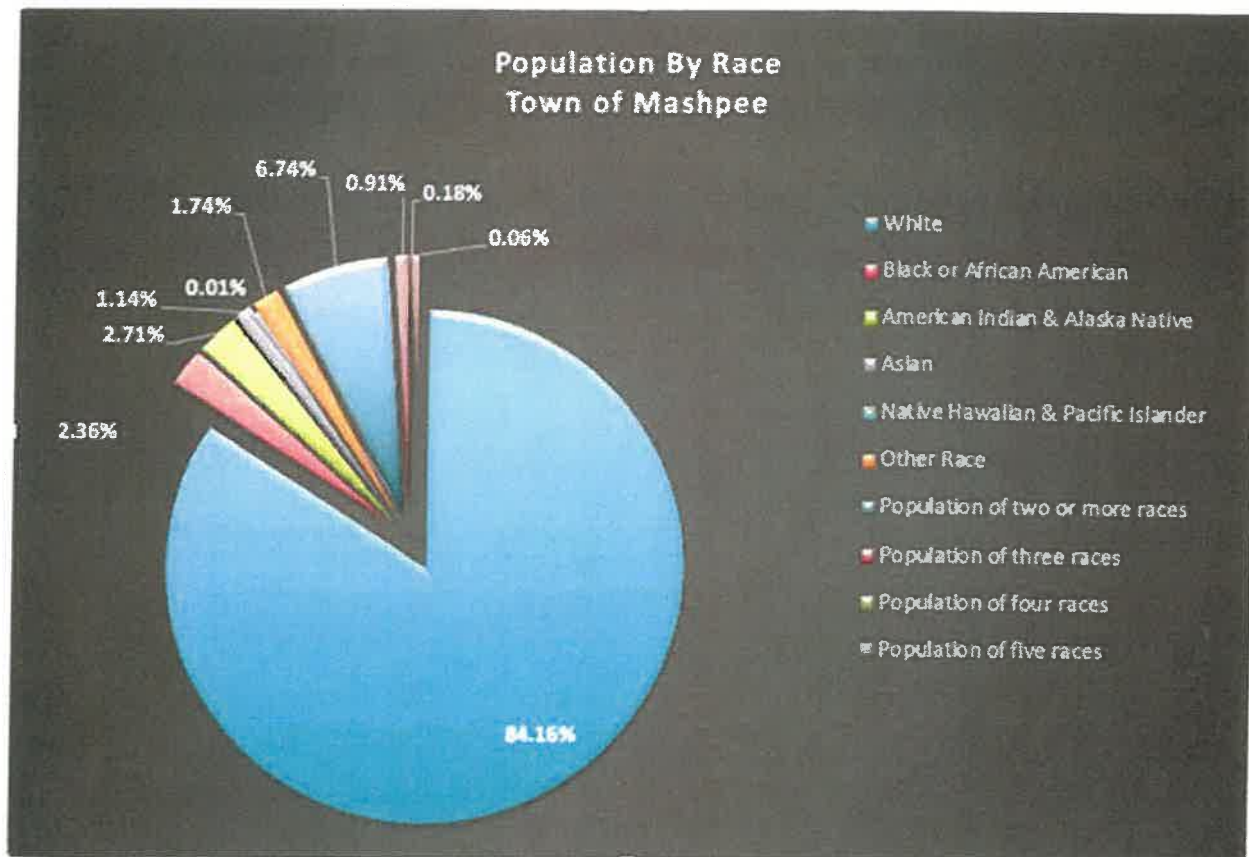
Sincerely Yours,

  
Rowela Kent

Enclosed Attachment

**ATTACHMENT: STATISTICS (TOWN OF MASHPEE FULL TIME RESIDENTS)**

Race	Population	Percentage
White	12,822	84.16%
Black or African American	359	2.36%
American Indian & Alaska Native	413	2.71%
Asian	173	1.14%
Native Hawaiian & Pacific Islander	1	0.01%
Other Race	265	1.74%
Population of two or more races	1,027	6.74%
Population of three races	139	0.91%
Population of four races	27	0.18%
Population of five races	9	0.06%
<b>Estimated Total</b>	<b>15,235</b>	<b>100.00%</b>



# ROWELA KENT

Mobile:

| Mashpee - MA

## CAREER SUMMARY:

Over 16 years of regional/international experience in marketing and business development. Specialization in multi-channel marketing to create measurable business impact. Extensive knowledge of online, social and partner management. Ability to develop and execute marketing plans to deliver best in class results. Creative and resourceful with an ability to deliver in a fast-paced, ambiguous environments. Ability to communicate at all levels of management and manage relationships across internal and external stakeholders.

## PROFESSIONAL EXPERIENCE

### Town of Mashpee

Administrative Assistant, Assessing Department

Nov 1, 2021 - Current

### Dental Associates Of Cape Cod

VA Patient Experience Specialist/ Medical Admin / In-house Tech Consultant / Marketing

Nov 2017 - October 31, 2021

## RESPONSIBILITIES

- Patient Care / Treatment Coordinator
- Treatment Planning & Payment Processing
- Insurance Coordinator
- Veterans Care Manager
- IT in-house consultant / Support / Coordinator
- New Dentist Credentialing
- Marketing & Social Media Management
- Website Content Management

## ACCOMPLISHMENTS:

- Quickly learned and Familiarized with Healthcare software (MacPractice) and its HW requirements
- Successfully coordinated IT related matters/issues in a Dental office and lead the hiring of IT support outsourcing company
- Lead the IT outsourcing company to upgrade entire office's hardware and practice software
- Successfully established Veterans Affairs relationship, Being the key and main coordinator between the Dental office and the VA - Dental in Rhode Island
- Successfully negotiated Insurance contract with the newly appointed VA Insurance Company
- Helped increase treatment approval for Veterans
- Increased revenue through increased VA Patient.
- Established solid process workflow for pre-approval and claims for VA, where payments have sped up from 6-8 months to an outstanding 30-60 days.
- Familiarized with most Dental Insurance
- Quickly learned medical/dental codes and terminology
- Completing Tasks on Time
- Maintain good relationships with patients
- High treatment acceptance rate
- Lead new website development & content management with outsourced web development company



**Law Offices Of Gabriella Bonfim Moraes, Esq ( Cape Cod | Boston | Brazil )**

**PT Legal Assistant / Office Administration**

**Sept 2016 – Nov 2017**

**RESPONSIBILITIES**

- Receive Clients | Manage Intake and key in the system
- Research cases and Law applicable to the State for various cases
- Prepare Agreements & Contracts
- Prepare documents, write Letters for clients
- Prepare documents, paperwork for Immigration, Divorce & Estate Planning whichever is necessary for the Lawyer's Clients
- Make phone calls to the Court or USCIS (Immigration) and speak to the officers in charge as necessary
- Documents submitted to the respective Court as necessary based on the case
- Filing, Scanning, Organizing of Client documents
- Effective communication with clients with regards to their cases

**ACCOMPLISHMENTS:**

- *Researched and Created the Lawyer Services Corporate Package for Business*
- *Organized Files and resolving the effective way of managing Client information into the new system*
- *Completing Tasks on Time*

**TopNotch Innovative Technologies**

**Business Development Manager**

**May 2017 – Nov 2017**

**RESPONSIBILITIES**

- Search & Acquire New Clients
- Client Management
- Planning: Develop & Execute Go To Market Strategy

**ACCOMPLISHMENTS:**

- *Closed 2 Projects within the first month of employment*
- *Build Database from scratch*
- *Developed and executed Marketing Programs (From Ideation, process, design to execution)*

**LENOVO Inc.**

**Regional Product Manager & Business Development Manager - South East Asia Dec 2015 – 2016**

**RESPONSIBILITIES**

- Achieving Financial & Growth goals: Responsible for Workstation LOB and it's P&L
- Product Life Cycle (PLC) Management - Manages specific platform lifecycles from planning to end of life (EOL). Co-ordinates end to end product launches successful & timely, as well as superior inventory management execution.
- Planning: Develops quarterly & annual financial plans for specific products via advanced analysis & recommendations. Works with pricing and marketing teams to ensure recommendations are translated into actionable plans.

- Product Development: Stakeholders in the product development process, with geographies & the Worldwide (WW) Product Group (PG) to ensure the appropriate products for the market.
- Proactively provide insightful & actionable outputs across products, markets & competitors. Provides monthly/quarterly roadmap updates to relevant extended teams.

#### **ACCOMPLISHMENTS:**

- *Product expert, main point of contact for all workstation related businesses in South East Asia*
- *Strong experience in Product lifecycle management.*
- *Managed Multiple projects under pressure*
- *Strong understanding of client and their hardware requirements*
- *Work tightly with the sales team to provide suitable solutions to meet client needs.*
- *Quickly learned the Lenovo's process for Product Management and its technology*

#### **TRANSITION SYSTEMS ASIA PTE. LTD. (Double Role In May 2015)**

**Regional Product Manager**

**May 2015 - Nov 2015**

#### **RESPONSIBILITIES**

- Responsible for driving to achieve quota for two key products (UC Solutions – AudioCodes & Telylabs) – SG/TH/MY/ID/PH
- Responsible for growing Palo Alto Networks & Infoblox business (Enterprise Security & Network Products) for Malaysia
- Work in-depth with countries and channel partners to understand the market and better support countries
- Develop GTM and drive marketing activities across 5 countries such as lead generation and demand generation

#### **ACCOMPLISHMENTS:**

- *Implemented Global Accounts Management Process from scratch*
- *Developed a GTM Strategy for a Vendor's product launch*
- *Successfully resolved a channel engagement conflict jointly with Vendor*

#### **TRANSITION SYSTEMS ASIA PTE. LTD. (Double Role In May 2015)**

**Group Marketing Manager - APAC**

**Nov 2012 – May 2015**

#### **ACCOMPLISHMENTS:**

- *Developed a regional marketing framework from a scratch*
- *Established a regional budget from planning to delivering best in class ROI*
- *Implemented an automated email marketing platform to reach 25K+ Customers & Partners.*
- *Initiated and activated the Social Media Platform*
- *Developed consistent Corporate Portal News content*
- *Supported USD5+ Million incremental revenue across APAC for Enterprise Networking & Security*

#### **RESPONSIBILITIES**

- Lead and Drive Lead Generation activities across APAC for focused products
- Identify, coordinate and overall management of strategic Industry events, its sponsorship & on-site execution
- Manage the organization's B2B social media engagement platforms
- Manage Corporate Branding and PR

- Manage all vendor relations (Palo Alto Networks, Infoblox, Polycom, AudioCodes, Telylabs, Websense, ShoreTel, F5 Networks, Mellanox, Rapid7, Solidfire)
- Hire and manage agency
- Indirect people management across APAC - PMs and Marketing Managers

#### **DELL INC.**

**Jan 2011 – Nov 2012**

#### **Channel Marketing, MarCom & Portal Manager – Asia Pacific & Japan**

##### **ACCOMPLISHMENTS:**

- *Launched the world's first Dell mobile newsletter from Ideation to execution; Drew 50% more readership*
- *Established Merger and Acquisition communications – hosting webinars & email communications to newly acquired partners in record timelines*
- *Award - Silver Award*

##### **ADDITIONAL RESPONSIBILITIES**

- Manage Merger and Acquisition Communications and town halls aligning global messaging to disseminate M&A announcement to internal and external both existing and acquired partners
- Portal Content Management (Marketing and Product Update Contents)

#### **DELL INC.**

**Jan 2011 – Feb 2012**

#### **Channel Marketing & Communications Manager – Asia Pacific & Japan**

##### **ACCOMPLISHMENTS**

- *Delivered USD6+ Million incremental revenue on workstation through a regional campaign*
- *Launched Dell's partner program re-architecture for greater than 15K partners across APJ within 10 weeks timeline.*
- *Launched & Activated the APJ Social Media*
- *Established Effective MarCom production process from scratch supporting all program owners/campaign managers to launch deliverables and campaign from 30% to 90% on time*
- *Established internal social & communication that drew Asia Pacific & Japan achievements be recognized by Michael Dell and Global Executive Leadership Team.*
- *Award - Global Channel Marketing Champion*

##### **RESPONSIBILITIES**

- Develop and manage key channel programs towards acquiring and developing business relationships with SI/VAR partners across Asia Pacific & Japan.
- Develop marketing programs that help country teams choose, acquire, grow, Manage and develop their respective country SI/VAR commercial Channel partners.
- Initiate and manage quarterly planning cycles to align program plans across regional and global stakeholders
- Liaise with strategic partners to expand their investments in marketing programs
- Work with country execution teams to ensure appropriate, complete and timely usage of marketing budgets
- Lead & Develop marketing communications plans, manage execution and support localization of marketing materials through external regional agencies
- Regional Agency Management & Marcom Production Process Management
- Effective cross-functional collaboration for the strategic development of overall communications content
- Create and lead the B2B Social Media Council for Asia Pacific & Japan



- Developing continuous content calendar and activation of partners, engagement strategy and integration of regional campaigns by working with all regional program owners.
- Closely work with global and regional PR team to implement a successful PR program to address opportunities in engaging Press.

#### **YASMIN TEKNOLOGI SDN. BHD.**

**Marketing Manager**

**Feb 2010 – Dec 2010**

##### **ACCOMPLISHMENTS**

- *Helped win one of the organization's large government deal through creatively produced corporate / technical presentation*
- *Gained Corporate exposure through media with RTM TV 1 (CEO Technology interview), gained from awareness campaign in UiTM*
- *Created a very first corporate presentation from scratch to highlight the company's advanced full biometric products and solutions which I have presented during the awareness campaign to government University (UiTM) faculties and graduating students*

##### **RESPONSIBILITIES**

- Create sales materials in support of sales team; Presentation materials & in support of Tenders
- Planning, coordination and overall management of marketing activities such as Industry events and its sponsorship
- Manage Corporate Branding and PR; managing standardization of messaging, branding and its look and feel of the group's communication materials for Yasmin Teknologi and its subsidiaries such as Yasmin Agratech, EIS Services Sdn. Bhd. And REACH College
- Vendor Relations Management ( Sagem / Morpho Security )

#### **M-SECURITY TECHNOLOGY SDN. BHD.**

**Marketing & Communications Manager**

**Jan 2008 – Jan 2010**

##### **ACCOMPLISHMENTS**

- *Managed several large vertical events/campaigns with 80%-90% turn up of targeted clients generating 10-20% leads for every participating Vendor and Generating new customer base.*
- *Established close relationship between M.Tech and Channel Partners (SI) which in turn made M.Tech the go to distributor for their requirements*

##### **RESPONSIBILITIES**

- Effective management of allocated quarterly marketing budget for all Vendor and timely utilization.
- Planning, coordination and overall management of marketing activities such as Industry events & its sponsorship, Vertical events and Lead Generation campaigns.
- Partner Relations Management; Joint initiatives / Collaboration with partners to generate leads for them and ultimately drive revenue for our Organization
- Retain and Recruit partners through marketing activities
- Corporate brand and PR (Joint with Vendors) Management
- Vendor & Agency Relations Management (BlueCoat, Websense, Aruba, Barracuda, Brocade, CA Technologies, Check Point, Citrix, Landesk, Proofpoint, Riverbed, RSA, Solarwinds, TrendMicro)

#### **DCOM TECHNOLOGY SDN. BHD.**

**Business Development Manager**

**Aug 2007 – Jan 2008**

**ACCOMPLISHMENTS:**

- Completed POC of new repeater technology and closing a deal value of RM600K with one of Malaysia's biggest Telecommunications Company.

**RESPONSIBILITIES:**

- Responsible for overall client management; retain client and acquire new opportunities/projects
- Management of Import procedures through coordinating logistics, securing SIRIM type-approval and Customs.
- Single person to manage entire sales cycle, from identifying project opportunities or proactive proposal of new technologies to Telco customer, product POC to sales closure
- Vendor Relations Management (Intel & AMD)

**JARDINE ONE SOLUTION (2001) SDN. BHD.****June 2006 to July 2007****Business Analyst****Dec 2006 to July 2007**

**ACCOMPLISHMENT:** *Provided timely analysis for review on P&L which allows management to take timely actions to ensure achieving business goal/revenue.*

**Product Specialist****June 2006 to Dec 2006**

**ACCOMPLISHMENT:** *Conduct strong negotiation with vendor that allow me to provide competitive bid that won several mid-sized deal in FSI*

**RESPONSIBILITIES**

- Planning, coordination and overall management of marketing activities such as Industry events and its sponsorship
- Vendor Relations Management (Lenovo Laptop & Desktop, HP ThinClient, Laptop & Desktop)

<b>EDUCATION</b>		
<b>Date</b>	<b>University/Institution</b>	<b>Qualification</b>
2020 - Current	Cape Cod Community College	Associate Degree in Information Technology - General Admin Track
1998 – 2003	AMA Computer University, Manila Philippines	Bachelor of Science in Computer Science
1997 – 1998	San Sebastian College Recoletos, Manila Philippines	Bachelor of Arts in Tourism (Undergraduate)

**PROFESSIONAL MEMBERSHIP & VOLUNTEER WORK**

<b>Date</b>	<b>Organization</b>
Sept 2019 - Current October 2019 - 2026	Member of Massachusetts Dental Society Certified Notary Public - Commonwealth of Massachusetts
May 2017 - 2018	BNI Team Advantage – Mashpee <i>Member and Social Director</i>

May 2017 - May 2018	Mashpee Chamber of Commerce <i>Member and Associate Board</i>
March 2016 - 2017	Mashpee District Schools Technology Advisory Council

**CONTINUING EDUCATION (Completed at Yankee Dental Congress)**

2020	How smart office managers create their ROI and Grow their Practices
2020	How to monetize Social Media in Your Dental Practice

Date	Training
2019	Creating Experiences Worth Sharing
2019	Your Image, Your Brand, Your Success
2019	The New Patient Interview
2018	The Tao of 21st Century Marketing

2018	The Savage Front Desk
2018	3 Keys to Case Acceptance
2018	Patient Experience

**PROFESSIONAL DEVELOPMENT**

Date	Training
18 Jun 2012 - 19 Jun 2012	Effective Communications Skills
9 Jan 2012 – 10 Jan 2012	Project Management: Essentials of Planning and Scheduling (Part of PMP)
26 Sep 2011 - 27 Sep 2011	Answer First Presentation
8 Aug 2011	Social Media and Community Professional Certification

**PERSONAL REFERENCE:** *available upon request*



# TOWN OF MASHPEE

# OFFICE OF SELECTMEN

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

## MEMORANDUM

Date: May 12, 2022

TO: Rodney C. Collins, Town Manager;  
Chair Carol Sherman and the Honorable Members of the Select Board

FROM: Terrie M. Cook, Administrative Assistant

RE: Resignation: Affordable Housing Committee Member-at-Large  
Michael R. Richardson (Term Expires June 30, 2022)

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Please be advised that pursuant to Article 3 Section 3.1 (c) of the Town Charter with regard to holding an elected office and an appointed town office (Board, Commission, or Committee), Michael R. Richardson is prevented from serving as an elected Planning Board member and as an appointed Affordable Housing Committee member.

Therefore, the Board's vote will acknowledge the required resignation of Mr. Richardson.

Thank you.



# TOWN OF MASHPEE

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### MEMORANDUM

**TO:** Town Manager Rodney C. Collins;  
Honorable Members of the Select Board

**FROM:** Terrie Cook, Administrative Assistant

**DATE:** May 10, 2022

**SUBJ:** Proposed Select Board Meeting Schedule, July – December, 2022

\*SUBJECT TO CHANGE\*

Listed below are the proposed dates for the upcoming Select Board meetings, scheduled from *July through December 2022*. Unless otherwise noted, meetings will take place at Mashpee Town Hall in the Waquoit Meeting Room and will be televised.

Monday	July 11, 2022	6:30 p.m.
Monday	July 25, 2022	6:30 p.m.
Monday	August 8, 2022	6:30 p.m.
Monday	August 22, 2022	6:30 p.m.
Monday	September 12, 2022	6:30 p.m.
Monday	September 19, 2022	6:30 p.m.
Monday	October 3, 2022	6:30 p.m.
Monday	October 17, 2022	6:00 p.m.
	Town Meeting, Mashpee High School	
Monday	November 7, 2022	6:30 p.m.
Monday	November 21, 2022	6:30 p.m.
Monday	December 5, 2022	6:30 p.m.
Monday	December 19, 2022	6:30 p.m.