

**AGENDA  
BOARD OF SELECTMEN  
MONDAY, JUNE 29, 2020  
WAQUOIT MEETING ROOM  
MASHPEE TOWN HALL  
16 GREAT NECK ROAD NORTH  
MASHPEE, MA 02649**

**MASHPEE TOWN CLERK**

**JUN 25 2020**

RECEIVED BY: Jim

\*Virtual / Remote Meeting\*

\*Broadcast Live on Local Cable Channel 18\*

\*Public Call in Number: (508) 539-1400 extension 8585\*

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

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

**CALL MEETING TO ORDER – CHAIR ANDREW GOTTLIEB**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**MINUTES**

Approval of the following:

Monday, June 1, 2020 Regular Session; Thursday, June 4, 2020 Regular Session; Monday, June 15, 2020 Regular Session

**APPOINTMENTS & HEARINGS**

*\*Call in Number for Public Comment and Hearings: (508) 539-1400 extension 8585\**

- Public Comment
- Discussion Relative to the Pickleball Courts: *Earnest Barrows*
- Discussion of Seaside Lemans Event: *Davenport Companies – Kelsey Ellis*
- *Department of Public Works Director Catherine Laurent:*
  - Discussion and Approval of Route 151 Improvement Project: Encroachments (Private Signs, Lighting, etc.)
  - Discussion and Approval of Change of Scope of Route 151 Corridor Improvement Project

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

1. Update, Discussion and Possible Action Relative to COVID-19
2. Discussion of Current Entertainment Licenses During the COVID-19 Pandemic

**NEW BUSINESS**

1. Certification of Firefighter/Paramedic Hiring Process of Micah Agnoli: *Fire Chief Thomas Rullo*
2. Discussion / Action Relative to the Mashpee Wampanoag Land in Trust Proceedings
3. Discussion and Approval of Certificate of Authorization Vote for Signatory on Behalf of the Board of Selectmen
4. Discussion and Approval Revisions to Operating Protocols with Regard to Town Boards, Committees and Commissions: *Chair Andrew Gottlieb*
5. Discussion and Approval of Limiting Parking at the Community Garden on Route 130 to Garden Plot Holders
6. Discussion of Board of Selectmen 2020-2021 Liaison Assignments

**ADDITIONAL TOPICS**

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

**Board of Selectmen Agenda June 29, 2020 (con't)**

**LIAISON REPORTS**

**TOWN MANAGER UPDATES**

**EXECUTIVE SESSION**

1. Discuss Memorandum of Agreement between the Town of Mashpee and Deputy Fire Chief John Phelan, where an Open Meeting may have a Detrimental Effect on the Bargaining Position of the Town

**NEW BUSINESS (CON'T)**

7. Possible Ratification of Memorandum of Agreement between the Town of Mashpee and Deputy Fire Chief John Phelan

**8. REORGANIZATION OF THE BOARD:**

Nomination and Election of Chair, Vice-Chair and Clerk

**ADJOURNMENT**

MASHPEE TOWN CLERK

JUN 25 2020

RECEIVED BY: SM

**AGENDA**  
**BOARD OF SELECTMEN**  
**MONDAY, JUNE 1, 2020**  
**WAQUOIT MEETING ROOM**  
**MASHPEE TOWN HALL**  
**16 GREAT NECK ROAD NORTH**  
**MASHPEE, MA 02649**

**\*Virtual / Remote Meeting\***

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

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**MINUTES**

Approval of the following: Monday, May 18, 2020 Regular and Executive Sessions

**APPOINTMENTS & HEARINGS**

*\*Call in Number for Public Comment and Hearings: (508) 539-1400 extension 8585\**

- Public Comment
- Department of Public Works Director Catherine Laurent:
  - Discussion and Approval of New Annual Contracts for Fiscal Year 2021
  - Discussion and Approval of Extension of Annual Contracts for Fiscal Year 2021
  - Discussion and Approval of Annual Contract for Fiscal Year 2021 for Purchase of Diesel and Gasoline

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

1. Update, Discussion and Possible Action Relative to COVID-19
2. Update, Discussion and Possible Action Relative to the June 15, 2020 Special and Annual Town Meetings
  - Possible Change to Town Meeting Date; Possible "Consent Calendar" for some Town Meeting Articles:  
*Town Moderator Jeremy Carter*

**NEW BUSINESS**

1. Discussion and Approval of Applications for Grants Relative to the Municipal Vulnerability Preparedness Program: *Town Planner Evan Lehrer*
2. Discussion and Approval of Boards, Committees and Commissions Annual Reappointments
3. Discussion and Approval of Proclamation: *Race Amity Day – June 14, 2020*

**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**

Board of Selectmen  
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Present: Selectman Andrew R. Gottlieb, Selectman John J. Cotton, Selectman Thomas F. O'Hara,  
Selectman Sherman, Selectman Weeden  
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

This is a virtual/remote meeting with all participants acknowledging attendance.

## MINUTES

Monday, May 18, 2020 Regular and Executive Sessions:

**Motion made by Selectman Sherman to approve the Regular and Executive Session minutes of Monday, May 18, 2020 as presented.**

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

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

**Roll Call Vote:**

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

## APPOINTMENTS & HEARINGS

Public Comment: None at this time.

Department of Public Works Director Catherine Laurent:

Catherine Laurent, Director of Public Works participated in the meeting via teleconference to review the following matters with the Board of Selectmen;

Discussion and Approval of New Annual Contracts for Fiscal Year 2021:

The recommendations for award of contracts for New Annual Bids was outlined in a memorandum addressed to the Board of Selectmen and Town Manager dated May 22, 2020. Catherine Laurent, DPW Director recommended approval with (1) change requesting to not make an award to Bartlett Consolidated for guard rails. The bid submittal is pending a review of references. All other low bidders are qualified respondents with satisfactory referenced checks.

**Motion made by Selectman Sherman to approve the recommended list for the New Annual Bids, with the exception of Bartlett Consolidated to be held to a later date.**

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

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

**Roll Call Vote:**

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

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## **APPOINTMENTS & HEARINGS**

### Discussion and Approval of Extension of Annual Contracts for Fiscal Year 2021:

The Board of Selectmen reviewed a memorandum from Catherine Laurent; Director of Public Works dated May 22, 2020 recommending the award of contracts for the Extension of Annual Bids. This is the last year of a two or three year bid. There are no issues with the recommended contractors.

**Motion made by Selectman Sherman to approve the Extension of Annual Contracts for Fiscal Year 2021 as recommended.**

**Motion seconded by Selectman Cotton.**

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

**Roll Call Vote:**

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

### Discussion and Approval of Annual Contract for Fiscal Year 2021 for Purchase of Diesel and Gasoline:

It is the recommendation of the DPW Director to award the annual contract for the purchase of Diesel and Gasoline to Sprague Operating Resources; \$1.2251 per gallon of diesel and \$1.0490 per gallon of gasoline for purchase and delivery. The low bid contract for FY21 does not include taxes.

**Motion made by Selectman Weeden to approve the Annual Contract for FY21 for the purchase of Diesel and Gasoline to Sprague Operating Resources as presented.**

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

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

**Roll Call Vote:**

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

## **OLD BUSINESS**

### Update, Discussion and Possible Action Relative to COVID-19:

Town Manager Rodney C. Collins updated the Board of Selectmen on the pending matter of COVID-19. The Finance Director has reported the CARES Act funding application has been submitted. The Town of Mashpee is expected to receive \$420,494 from CARES Act funds and \$287,381 in FEMA reimbursement for COVID related expenditures. There are no new cases reported in the Town of Mashpee.

## **TOWN MANAGER UPDATE**

In other business it is the recommendation of the Town Manager to resume meetings of the Design and Plan Review Committees to allow the Planning Board and Zoning Board of Appeals to move forward. If there is no objection from the Board of Selectmen, Town Manager Collins would grant the directive to resume meetings with appropriate social distancing. The committees consist primarily of staff members, and meetings would be held in the Waquoit Meeting room. There was no objection to this initiative.

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**TOWN MANAGER UPDATE (continued)**

It was reported that Town Hall employees have returned to work in a safe setting. The working environment is controlled to ensure employees are completely comfortable with the health provisions provided maintaining standard operational efficiencies. Town Manager Rodney C. Collins indicated he is monitoring the data and operations of Town Hall and would make a recommendation to the Board of Selectmen to open the Town Hall to the public within the next few weeks.

Town Manager Collins expressed appreciation to the Selectmen who have adhered to his COVID-19 directive to wear facial coverings when entering the Town Hall facility.

With the Board's approval it is the recommendation of the Town Manager to re-open the Dog Park, with a limit of ten persons with their dogs, residents only on June 8, 2020. The Pickleball Court is also recommended to be open for use on June 8, 2020, with the use of 4 netted courts, residents only during regular hours. The Board of Selectmen did not object to the recommended openings of the recreational facilities however a report was requested on the management of the facilities for residents only.

With regards to the re-opening of restaurants, it was disclosed Governor Baker has issued an order today granting the local licensing authority to endorse outdoor seating without the requirement to hold a public hearing. It was agreed this matter would appear as an agenda topic at the Selectmen's next meeting on June 4, 2020 to review and approve the temporary modification for on-premises alcoholic beverages license holders.

The Board of Selectmen expressed appreciation to Town Manager Collins for his protocols and precautions during this time. The feedback from employees has been a positive experience in a cohesive environment.

Update, Discussion and Possible Action Relative to the June 15, 2020 Special and Annual Town Meetings: Possible Change to Town Meeting Date; Possible "Consent Calendar" for some Town Meeting Articles: Town Moderator Jeremy Carter

The Board of Selectmen met with the Town Moderator Jeremy Carter to discuss and review possible action regarding the proposed date of the Special and Annual Town Meetings.

The Board of Selectmen in reviewing the proposed Special and Annual Town Meeting date of June 15, 2020 are awaiting the final decision and directive from Jeremy Carter, the Town Moderator. Currently, the Town Meetings are planned to be held at the Mashpee High School utilizing the gymnasium as the primary location with use of the auditorium if necessary to adhere to social distancing requirements. The Deputy Town Moderator will be available to facilitate the meeting to be held in the auditorium if required for additional space.

As per the directive of the Governor, facial coverings will be available and required to be worn. In addition to masks, disinfectants and gloves will be available for those requesting additional protection. The microphones will be disinfected after each use.

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Update, Discussion and Possible Action Relative to the June 15, 2020 Special and Annual Town Meetings:

Possible Change to Town Meeting Date: Possible "Consent Calendar" for some Town Meeting Articles:  
Town Moderator Jeremy Carter: (continued)

It was noted that several other Cape towns are planning to hold their respective town meetings outdoors. Town Moderator Carter indicated he has discussed this initiative with the School Superintendent and voiced concern to the majority of town meeting participants who are elderly residents. In addition the weather may result in a cancellation and acoustics may be problematic in an outdoor setting.

In considering the date of the Special and Annual Town Meetings Town Moderator Jeremy Carter stated he is inclined to move Town Meeting to June 29, 2020 as the State is under Phase I of the Declaration of a State of Emergency. Mr. Carter indicated that many towns are holding their respective town meetings on June 22, 2020 or June 29, 2020. An additional two weeks may be more comforting for the elderly. Therefore, for safety it is the recommendation of the Town Moderator to hold the Special and Annual Town Meetings on June 29, 2020.

As the Board of Selectmen considered the Town Moderator's recommendation it was suggested the date of June 15, 2020 may be more appropriate as residents are anticipating this date. Phase II of the State of Emergency begins on June 8, 2020, and there is a need to begin the new budget process on July 1, 2020. If the disease does not present itself in two weeks there is a potential for additional contaminant and with the influx of more visitors, there may be a greater likelihood of infection. The Board of Selectmen in unison gave strong preference to holding the Special and Annual Town Meetings on June 15, 2020 as planned.

In addition, the Board of Selectmen noted that other towns are consolidating warrant articles with like and similar groupings to expedite the conduct and time spent at town meeting. Jeremy Carter, Town Moderator was receptive and agreed to consolidate town meeting for safety.

It was announced that late filed communication was received on this date from Senator Julian Cyr's Office regarding a declaration to adjust the quorum of town meeting. Under statute a Select Board/Town Moderator is allowed to adjust a quorum. The language is applicable to any town holding a town meeting in a State of Emergency. Currently, 100 persons are required to hold a Special Town Meeting.

In closing, Town Moderator Carter indicated he would render a decision regarding the date of town meeting, and report the selected date to the Town Manager before the close of business on Tuesday.

The Town Manager was directed to develop suggested groupings for consolidation purposes to be reviewed by the Board of Selectmen at their June 4, 2020 meeting.



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## NEW BUSINESS

### Discussion and Approval of Applications for Grants Relative to the Municipal Vulnerability Preparedness Program: Town Planner Evan Lehrer:

Evan Lehrer, the Town Planner was present via virtual remote participation to request the Board approve the grant proposals relative to the Municipal Vulnerability Preparedness program. The grant applications are due on or before June 11, 2020 for the action grants which require a 25% match from the municipality.

Mr. Lehrer identified the top three priority action items to address Mashpee's resiliency against climate change related impacts. The list is prioritized as follows;

Coastal Green Infrastructure  
Water Quality  
Stormwater Infrastructure

Town Planner Lehrer indicated the Planning Department has been working with the Woods Hole Group on a proposal to address stormwater impacts to water quality at Santuit Pond. Through this action grant proposal, Priorities 1 and 2 would be addressed. The anticipated budget of \$163,000 would address external sources of nutrient loading in Santuit Pond. The 25% municipal match in the amount of \$40,750 is required to apply for funding. This project is supported by the Conservation Commission and Department of Natural Resources.

Mr. Lehrer was requested by the Selectmen to incorporate into the municipal planning the conversion of the bogs to Eastern White Cedar swamps which become a natural filtration system. Eastern White Cedar swamps are also indigenous in this area. Mr. Lehrer affirmed the budget includes the restoration of the two bogs and it is assumed the Cedar swamp is a part of this project. It was recommended the consultant give thorough consideration to the restoration of the bogs to Cedar swamps.

It was disclosed the Town of Mashpee with Community Preservation Act funding is requesting Town Meeting approval to purchase the Chopchaque bogs to assist in making this grant possible.

**Motion made by Selectman O'Hara to approve the MVP Action Grant Applications for submittal setting aside \$40,750 in Free Cash as an in-kind match for grant eligibility.**

**Motion seconded by Selectman Weeden.**

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

**Roll Call Vote:**

Selectman Gottlieb, yes  
Selectman Sherman, yes

Selectman Cotton, yes  
Selectman Weeden, yes

Selectman O'Hara, yes  
Opposed, none



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## **NEW BUSINESS**

### Discussion and Approval of Applications for Grants Relative to the Municipal Vulnerability Preparedness Program: Town Planner Evan Lehrer: (continued)

Mr. Lehrer also requested approval to apply for grant funding under the MVP and Coastal Zone Management for the purpose of addressing Coastal Green Infrastructure to provide nourishment to the Popponesset Spit. This is a resubmission of the 2018 grant proposal on a larger scale. The Town of Mashpee as the lead applicant would apply for this grant with Save Popponesset Bay serving as the co-applicant who would sponsor the 25% match and act as the main spokesperson for this grant.

A brief discussion followed regarding the origin and delivery of sand to be trucked to the site. A mitigation plan may be required as the neighborhood may be sensitive to this activity.

**Motion made by Selectman Sherman to authorize the Town Manager to execute any documents related to the submission of the CZM and MVP grants for the re-nourishment of the Popponesset Bay Spit.**

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

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

**Roll Call Vote:**

Selectman Gottlieb, yes  
Selectman Sherman, yes

Selectman Cotton, yes  
Selectman Weeden, yes

Selectman O'Hara, yes  
Opposed, none

### Discussion and Approval of Boards, Committees and Commissions Annual Reappointments:

The Board of Selectmen reviewed the Annual Reappointment List of Boards, Committees and Commissions. There was a hold placed on the Cape Cod Water Collaborative. It was agreed to be held for further clarification regarding membership.

**Motion made by Selectman Sherman to approve the Annual Reappointment List of Boards, Committees and Commissions with the exception of the Cape Cod Water Collaborative.**

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

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

**Roll Call Vote:**

Selectman Gottlieb, yes  
Selectman Sherman, yes

Selectman Cotton, yes  
Selectman Weeden, yes

Selectman O'Hara, yes  
Opposed, none

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## NEW BUSINESS

### Discussion and Approval of Proclamation: Race Amity Day – June 14, 2020:

Correspondence was received from Teresa Donovan dated May 14, 2020 regarding the upcoming date for the Race Amity Day which is recognized by many communities on the second Sunday in June. Due to the uncertainty of the stage of recovery, there are no planned public events this year. The Board of Selectmen was requested to proclaim June 14, 2020 as Race Amity Day in Mashpee to convey the message of friendship and unity to the people of Mashpee.

The Proclamation was read aloud into the record by the Chairman.

**Motion made by Selectman Sherman to adopt the Proclamation; Race Amity Day proclaiming June 14, 2020 as Race Amity Day in the Town of Mashpee.**

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

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

**Roll Call Vote:**

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

## TOWN MANAGER UPDATES (continued)

Nuisance Abatement: The Board of Health met on May 21, 2020 in executive session to discuss strategy regarding the nuisance abatement on Echo Road. There are (3) potential enforcement approaches. The Board of Health is expected to finalize its recommendation on June 4, 2020.

Stickers: All sticker purchases are available online or by mail.

Early Voting: Residents are encouraged to vote early, and request ballots by mail.

## ADJOURNMENT

**Motion made by Selectman Sherman to adjourn at 7:39 p.m.**

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

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

**Roll Call Vote:**

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

Respectfully submitted,

Kathleen M. Soares  
Secretary to the Board of Selectmen

**AGENDA**  
**BOARD OF SELECTMEN**  
**THURSDAY, JUNE 4, 2020**  
**WAQUOIT MEETING ROOM**  
**MASHPEE TOWN HALL**  
**16 GREAT NECK ROAD NORTH**  
**MASHPEE, MA 02649**

\*Virtual / Remote Meeting\*

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5 p.m. – Convene Meeting in Open Session

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

MINUTES

APPOINTMENTS & HEARINGS

\*Call in Number for Public Comment: (508) 539-1400 extension 8585\*

➤ Public Comment

COMMUNICATIONS & CORRESPONDENCE

OLD BUSINESS

1. Update and Review of Financial Options
2. Date of Spring Special and Annual Town Meetings as per Town Moderator Jeremy Carter
3. Discussion and Approval of Change to Special Town Meeting Quorum Requirement
4. Discussion and Approval of a Consent Calendar, Warrant Articles and Recommendations for the Spring Special and Annual Town Meetings

NEW BUSINESS

1. Discussion and Approval of Temporary Premises Modification for the following On-Premises Alcoholic Beverages License Holders as per Governor Baker's COVID-19 Order No. 35 dated June 1, 2020:

Azzaro Mashpee, Inc. d/b/a Cooke's Seafood; New Seabury Resources Management, Inc. d/b/a The Lure, Popponesset Inn, New Seabury Country Club, New Seabury Athletic Club & Pool; PM Café LLC d/b/a Bob's Seafood Café; PM Raw Bar LLC d/b/a The Raw Bar; Southworth Willowbend Inc. d/b/a Willowbend Country Club; Naukaboot Beer Company LLC; 25 Market Street Inc. d/b/a Trevi Café; 99 West Inc. d/b/a 99 Restaurant; Barnstable Pizza and Pasta Co. d/b/a Finally Dino's; Better Food LLC d/b/a Siena Restaurant; Bleu Inc.; Cape Cod Coffee LLC; Fiddle Corp. d/b/a Soprano's Ristorante; Markantonis Group Inc. d/b/a Estia; Mashpee Oriental Inc. d/b/a Asia Palace; Poet's Pub Inc. d/b/a Bobby Byrne's Pub; QVC Inc. d/b/a Quashnet Valley Country Club; Rollinwest Inc. d/b/a Burrito Bistro; Skittles Inc. d/b/a The Lanes; Tana and Friend LLC d/b/a Bangkok Thai Cuisine; Wicked Restaurants Inc.; Zoe, Inc. d/b/a Zoe's

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

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

Meeting Called to Order by Chairman Gottlieb at 5:00 p.m.  
Mashpee Town Hall, Waquoit Meeting Room

This is a remote/virtual meeting with all participants acknowledging attendance.

### **APPOINTMENTS & HEARINGS**

Public Comment: None at this time.

### **COMMUNICATIONS & CORRESPONDENCE**

#### Chief of Police re: Mashpee Rotary Demonstration:

Correspondence was received from Police Chief Scott Carline dated June 3, 2020 relative to the silent demonstration held at the Mashpee Rotary following the murder of George Floyd. Chief Carline condemns the actions and is deeply disturbed by the images which resulted in the death of Mr. Floyd. As protestors rally in support of *Black Lives Matter*, it is thankful the organizers and participants of this solemn event remained peaceful in expressing their anger and frustrations and are encouraged to support a positive change.

It was recommended the Board of Selectmen take a formal leadership position on behalf of the Town of Mashpee in affirmation of the injustice and of the zero tolerance policy which includes measures of accountability. It was agreed this topic would be further addressed by the Board of Selectmen at a subsequent meeting. The Board is committed to continue discussions to improve upon this dire matter. Those who participated in the ritual were noted to have conducted themselves with great dignity at this ceremonial gathering.

### **OLD BUSINESS**

#### Update and Review of Financial Options:

Town Manager Rodney C. Collins reviewed the highlights of conclusions provided by his Finance Team as referenced in the memorandums of May 12, 2020 and June 4, 2020 respectively as a result of the COVID-19 pandemic.

Although there is concern the reduction in State Aid will reduce the revenue estimates currently anticipated to fund the FY21 budget, conservative budgeting has given the Town more flexibility. In the event of budget decreases it is recommended that additional Free Cash be used as an offset. The current and estimated balance of Free Cash with the use of funds for the upcoming Town Meeting articles is \$3.5 million.

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## **OLD BUSINESS**

### Update and Review of Financial Options:

While the evaluation does not over compensate for speculative impacts it is projected the COVID-19 costs would be fully reimbursed. The Town of Mashpee is expected to receive \$1.2 million through April 2020 in reimbursement revenues from the CARES Act and from FEMA for COVID-19 related expenditures.

Options would be considered if adjustments or reductions should be made in the absence of State Aid. Additionally, the Finance Team has recommended the Board consider utilizing \$500,000 from Free Cash to reduce the tax burden to residents. This would represent a savings of \$0.10 cents on the tax rate.

As an option, it is also suggested that specific Capital Improvement Program (CIP) items be deferred to October. The \$927,989 in funding would not include the continuance of the vehicle replacement plan or the purchase of electric vehicles which would be purchased with the use of grant funding. Included in the reductions recommended for postponement is a new position (Article #16) and a deferral for the update of the Comprehensive Plan (Article #24).

Town Manager Rodney C. Collins indicated he is not recommending reductions at this time other than the anticipated \$300,000 Snow & Ice transfer which is not required. With authorizations resulting from Town Meeting, the Town Manager has the final funding discretion.

It was agreed the Town of Mashpee is not vulnerable to the potential decline in State Aid for the upcoming fiscal year. The Town Manager and his Finance Team have acted in a very responsible manner for the Town, and as a result the Town maintains a solid and sound financial position. At this time the Board of Selectmen agreed that it is not necessary to hypothetically discuss each article or item proposed as an option for reduction.

### Date of Spring Special and Annual Town Meetings as per Town Moderator Jeremy Carter:

At the last meeting, the Board of Selectmen discussed potential options for Town Meeting with Jeremy Carter, the Town Moderator. It is the decision of the Town Moderator to maintain the date of the Special and Annual Town Meetings on Monday, June 15, 2020. The meetings will be scheduled to begin in normal course at 7:00 p.m. at the Mashpee High School.

The annual meetings will be held in the gymnasium. Facial coverings are a condition of entrance and will be made available to the public with adherence to social distancing requirements. Sanitizers will be available, and microphones will be cleaned after each use. If the auditorium reaches capacity, Ed Larkin, the Deputy Moderator will facilitate the overflow meeting in the cafeteria.

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Discussion and Approval of Change to Special Town Meeting Quorum Requirement:

Discussion followed with respect to a potential change in legislation regarding the quorum requirement of the Special Town Meeting to (10) persons. As of June 4, 2020, the bill has not passed. The current quorum requirement for Special Town Meeting is (100) attendees. The requirement for the Annual Town Meeting remains at zero, (0). The matter was taken under advisement at this time.

Discussion and Approval of a Consent Calendar, Warrant Articles and Recommendations for the Spring Special and Annual Town Meetings:

Town Manager Rodney C. Collins presented a summary of recommended actions for the proposed Special and Annual Town Meeting Consent Calendar Articles. The recommended actions were outlined in a memorandum addressed to the Board of Selectmen dated June 4, 2020. As per the directive from Town Counsel, articles requiring a 2/3<sup>rd</sup>'s vote cannot be included with those articles requiring a majority vote. (*enclosure*)

**Motion made by Selectman Sherman to adopt the Special Town Meeting Consent Calendar Articles as presented in the Town Manager's memorandum of June 4, 2020.**

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

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

**Roll Call Vote:**

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

It was disclosed the proponents of the petition articles contained in the Annual Town Meeting warrant referenced as Article 36 and Article 38 are in agreement to defer the articles to the October warrant. The Board of Selectmen were in agreement to indefinitely postpone the petition articles, granting permission to place them on the warrant, and at the appropriate time, the Board of Selectmen would vote to take action on each article.

**Motion made by Selectman Sherman to adopt the Annual Town Meeting Consent Calendar Articles as presented in the Town Manager's memorandum of June 4, 2020 with the exception of Petition Articles #36 and #38 to be Indefinitely Postponed with the agreement to place the petition articles on the October warrant at the appropriate time.**

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

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

**Roll Call Vote:**

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

The consolidation of the warrant in terms of Consent Calendar Articles as agreed upon would be made available on the Town's website and to the voters at Town Meeting.



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## NEW BUSINESS

### Discussion and Approval of Temporary Premises Modification for the following On-Premises Alcoholic Beverages License Holders as per Governor Baker's COVID-19 Order No. 35 dated June 1, 2020:

Correspondence was received from Joseph D. Callahan; Code Compliance Inspector dated June 4, 2020 regarding the proposed temporary premises modification for On-Premises Alcoholic Beverages License holders in the Town of Mashpee as noted;

Azzaro Mashpee, Inc. d/b/a Cooke's Seafood; New Seabury Resources Management, Inc. d/b/a The Lure, Popponesset Inn, New Seabury Country Club, New Seabury Athletic Club & Pool; PM Café LLC d/b/a Bob's Seafood Café; PM Raw Bar LLC d/b/a The Raw Bar; Southworth Willowbend Inc. d/b/a Willowbend Country Club; Naukabout Beer Company LLC; 25 Market Street Inc. d/b/a Trevi Café; 99 West Inc. d/b/a 99 Restaurant; Barnstable Pizza and Pasta Co. d/b/a Finally Dino's; Better Food LLC d/b/a Siena Restaurant; Bleu Inc.; Cape Cod Coffee LLC; Fiddle Corp. d/b/a Soprano's Ristorante; Markantonis Group Inc. d/b/a Estia; Mashpee Oriental Inc. d/b/a Asia Palace; Poet's Pub Inc. d/b/a Bobby Byrne's Pub; QVC Inc. d/b/a Quashnet Valley Country Club; Rollinwest Inc. d/b/a Burrito Bistro; Skittles Inc. d/b/a The Lanes; Tana and Friend LLC d/b/a Bangkok Thai Cuisine; Wicked Restaurants Inc.; Zoe, Inc. d/b/a Zoe's

Town Manager Rodney C. Collins indicated that all of the On-Premises License holders have been contacted and those requesting a temporary modification have submitted plans of the proposed changes. It was recommended the Board authorize the provision, empowering the Town Manager to grant approval pending the completion of inspections through the Building, Health and Fire Departments.

**Motion made by Selectman Sherman to approve the proposed Temporary Premises Modification for On-Premises Alcoholic Beverages License holders in the Town of Mashpee authorizing the Town Manager to sign-off on any Temporary Premises modification on behalf of the Board of Selectmen.**

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

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

**Roll Call Vote:**

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

This action will facilitate the opening of the restaurant establishments as soon as possible. Town Manager Collins indicated he is working cohesively with the restaurants on the Temporary Premises modification and would notify the Board of Selectmen on any action that is taken. The restaurateurs are noted to be very appreciative of the Town of Mashpee's support to expedite the opening process during this difficult time.

Board of Selectmen  
Minutes  
June 4, 2020

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## ADJOURNMENT

**Motion made by Selectman Sherman to adjourn at 5:48 p.m.**

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

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

**Roll Call Vote:**

**Selectman Gottlieb, yes  
Selectman Sherman, yes**

**Selectman Cotton, yes  
Selectman Weeden, yes**

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

*Enclosure:*

Memo: June 4, 2020  
Consent Calendar

Respectfully submitted,

Kathleen M. Soares  
Secretary to the Board of Selectmen

**AGENDA  
BOARD OF SELECTMEN  
MONDAY, JUNE 15, 2020  
GYMNASIUM  
MASHPEE HIGH SCHOOL  
500 OLD BARNSTABLE ROAD  
MASHPEE, MA 02649**

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

**APPOINTMENTS & HEARINGS**

- Public Comment

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

1. Updates, Discussion and Possible Action Relative to COVID-19

**NEW BUSINESS**

1. Discussion and Approval to Deficit Spend FEMA and CARES Act Funds:  
*Finance Director Dawn Thayer*
2. Discussion and Approval of Annual Contract for Operation of the Transfer Station, Hauling of Recyclables - Gotta Do Contracting, LLC : *Department of Public Works Director Catherine Laurent*
3. Consideration of Lowering the Special Town Meeting Quorum to Ten
4. Review of 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**

Board of Selectmen  
Minutes  
June 15, 2020

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

Town Counsel Patrick J. Costello  
Town Moderator Jeremy Carter  
Deputy Town Moderator Ed Larkin  
Finance Director Dawn Thayer

Meeting Called to Order by Chairman Gottlieb at 6:00 p.m.  
Mashpee High School Gymnasium

## **APPOINTMENTS & HEARINGS**

Public Comment: None at this time.

## **OLD BUSINESS**

Updates, Discussion and Possible Action Relative to COVID-19:

It was reported there has been 58 COVID-19 cases in the Town of Mashpee to date.

## **NEW BUSINESS**

Discussion and Approval to Deficit Spend FEMA and CARES Act Funds:  
Finance Director Dawn Thayer:

Dawn Thayer, Finance Director indicated the Town of Mashpee has applied for round one of COVID-19 federal reimbursement funds for FY2020. It is hopeful the reimbursement funding from FEMA and the CARES Act would be received soon.

Due to the pace of the FEMA reimbursement process, it is projected the FEMA reimbursement funds would be in "deficit" on 6/30/20. The majority of the deficit will be the result in the moving of expenditures from the operating budget, to the FEMA and CARES Act funds in anticipation of receipt of the federal funds. There will not be a deficit in the general operating budget.

The Governor in declaring a state of emergency due to COVID-19 on March 10, 2020 allows municipalities to deficit spend with the approval of the Director of Accounts of the Division of Local Services. The DLS has advised to deficit spend in the event funds are not received by June 30, 2020.

Board of Selectmen  
Minutes  
June 15, 2020

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## **NEW BUSINESS**

Discussion and Approval to Deficit Spend FEMA and CARES Act Funds:  
Finance Director Dawn Thayer: (continued)

Dawn Thayer, Finance Director requested the Board of Selectmen submit to the Director of Accounts of the Division of Local Services a request under Chapter 44, Section 31 of the M.G.L. for emergency expenditure authorization for FY 2020 COVID-19 related expenses. The estimated amount of expenditures is \$707,875.

The funds will be used for overtime associated with first responders, personal protective equipment, compliance/reporting staff costs, telework costs, school distance learning expenditures, cleaning and disinfecting, communication with the public and senior meal delivery and wellness checks.

**Motion made by Selectman Sherman to deficit spend in the amount of \$707,875 in FY 2020 for COVID-19 related expenses as identified and submit to the Director of Accounts of the Division of Local services a request for emergency expenditure authorization.**

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

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

**Roll Call Vote:**

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

Discussion and Approval of Annual Contract for Operation of the Transfer Station, Hauling of Recyclables - Gotta Do Contracting, LLC: Department of Public Works Director Catherine Laurent:

Catherine Laurent, Director of Public Works was in attendance to recommend approval of an award of contract for the Operation of the Transfer Station and Hauling of Recyclables. In response to advertisement one bid was received from the current vendor; Gotta Do Contracting LLC of Jordan, NY for FY21.

Results of the bid were outlined in a memorandum from the DPW Director addressed to the Town Manager and Board of Selectmen dated June 11, 2020.

**Motion made by Selectman Sherman to award a contract with Gotta Do Contracting LLC for FY 2021 as recommended.**

**Motion seconded by Selectman Cotton.**

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

**Roll Call Vote:**

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

Board of Selectmen  
Minutes  
June 15, 2020

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## **NEW BUSINESS**

### Consideration of Lowering the Special Town Meeting Quorum to Ten:

As the Board of Selectmen prepared for the Special Town Meeting there was consideration to reduce the quorum to (10) subject to the approval of the Town Moderator to conduct business in normal course.

After discussion it was agreed the Board of Selectmen would recess, and reconvene prior to the start of the Special Town Meeting to further review this possibility.

### Review of Special and Annual Town Meeting Warrants with the Finance Committee and the Town Moderator:

The Board of Selectmen met in joint convention with the Finance Committee for the purpose of reviewing the Special and Annual Town Meeting warrants. Finance Committee members in attendance were Mike Richardson, Jeffrey Pettengill, Gregory McKelvey, Phil McCahill, Darlene Furbush and John Miller. Town Moderator Jeremy Carter was also present as was Ed Larkin the Deputy Moderator and Town Counsel Patrick J. Costello.

A brief discussion followed.

## **RECESS/ADJOURNMENT**

The Board of Selectmen agreed to recess at 6:33 p.m.  
The Finance Committee respectively adjourned.

The Board of Selectmen re-opened their meeting at 6:57 p.m.

**Motion made by Selectman Sherman to adjourn at 6:58 p.m.**

**Motion seconded by Selectman Cotton.**

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

**Roll Call Vote:**

**Selectman Gottlieb, yes  
Selectman Sherman, yes**

**Selectman Cotton, yes  
Selectman Weeden, yes**

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

Respectively submitted,

Kathleen M. Soares  
Secretary to the Board of Selectmen



**From:** E barrow |  
**Sent:** Tuesday, June 23, 2020 12:28 PM  
**To:** Wayne E. Taylor <wtaylor@mashpeeema.gov>  
**Subject:** pickleball

**WARNING! EXTERNAL EMAIL:** : This message originated outside the Town of Mashpee mail system. DO NOT CLICK on links or attachments unless you are absolutely certain the content is safe.

Wayne this is Earnie Barrows in reference to the issue of the Pickleball court, if you could please request to be put on the Selectmans agenda for the next possible time concerning the noise and the issues concerning the this park, I would greatly appreciate it. The level of noise is actually worse than before they installed the canvas sheeting over the fence that is in place. I inform Mr. Collins of this fact before the wall was put in place in a conversation in march, after I made a special trip to Punta Gorda Florida to check out the noise level and also did some personal interviews with neighbors and took videos to establish if it helped, and the sheeting made no difference. I have taken video and the sheeting at this park in Mashpee has actually increased the volume of noise as one of the police officers commented as he responded to my phone call regarding the playing of the game before the available times of play. Thank you for your prompt attention to this matter and look forward to your response concerning this ongoing issue.

Earnie

e Barrows



# Seaside Le Mans



## 20th Annual Race for the Cape Cod Community

**Scheduled for:**  
**September 12, 2020**  
**Mashpee Commons**



The Seaside Le Mans community fundraiser is a 4-hour endurance race of European-style Formula One race karts driven by local business sponsors on a quarter-mile outdoor track around Mashpee Commons. The excitement never stops as teams of six drivers navigate the course and race around corners and along straightaways. The event is free to attend and a longstanding tradition for many spectators, sponsors and community members.

The Race for the Cape Cod Community has raised more than \$7 million for 50+ local non-profit organizations since it began in 2001. For 17 years, the event has taken place within Mashpee Commons thanks to the support of the town, business community and volunteers. The Davenport Companies underwrite the cost of the event, allowing 100% of all donations and sponsorships to go directly to the local beneficiaries through The Cape Cod Foundation, and work with X1 Boston to manage the racing specifics and safety measures.

Given the challenging landscape of this year, we would still like to host the race at Mashpee Commons with social distancing measures in place and the input of all key partners to raise critical funds for this year's beneficiaries: Cape Cod Healthcare, Cape Cod Military Support Foundation, Cape Kid Meals, Cape Cod Museum of Natural History and Cape Cod Baseball League.

### **Proposed Social Distancing Measures:**

- Add mobile hand sanitizing stations
- Increase portable restrooms with additional cleaning measures
- Encourage one-way walking traffic around infield with signage and arrows on ground
- Increase space between team tents and limit to 6 drivers in each tent
- Suits/neck brace only worn by 1 person
- Stagger check-in process to avoid lines
- Sanitize karts regularly and encourage drivers to wear gloves
- Keep count of people going in infield with only 1 entrance and exit
- Remove Family Fun Zone & Bike Build
- Limit food area to 1 trusted vendor
- Offer masks to all attendees
- Have more volunteers to encourage movement & no seated spectating

SeasideLeMans.org • 508-398-2293 • [kellis@thedavenportcompanies.com](mailto:kellis@thedavenportcompanies.com)



# Town of Mashpee

# Department of Public Works

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

## MEMORANDUM

June 25, 2020

TO: Board of Selectmen  
Rodney Collins, Town Manager

FROM: Catherine Laurent, Director

RE: Route 151 Corridor Improvement Project - Encroachments

### Description

The Route 151 Corridor Improvement Project is included on the Cape Cod Transportation Improvement Plan for FFY21/22/23. Construction will be funded through state and federal monies. The project includes extension of the multi-use path, construction of a sidewalk, reconfiguration of intersections/upgrade of traffic signals, improvement of drainage, and repaving of the road.

As part of the design process, the entire 100-foot wide right of way has been surveyed. This survey found a number of encroachments from private property on the Town's right-of-way. See attached list. There is no record of a license being granted by the Town for these items. In addition, some of these items will be impacted by the road project.

MassDOT is requiring that the Town address these encroachments prior to issuance of the bid for construction.

### Background

As mentioned above, Route 151 has a 100 foot right of way. Over the years, abutting properties have placed signs, lighting, irrigation, and landscape features within the right of way.

Some of the property owners may have received approval from the Board of Selectmen (in my memory, Chapman Cole & Gleason and The Bridges did receive approval). Others have not.

Some of the items will be impacted by the Route 151 Corridor Improvement Project (refer to list – impacted items are shaded gray). Others will not.

MassDOT is requiring that if the Town votes to allow any encroachment to remain within the right of way, that the Town grant a license. Attached is a draft license agreement prepared by Town Counsel.

In addition, for items that will be impacted by the Project, MassDOT is requiring that these items be removed and/or relocated prior to issuance of a bid for the construction. Relocation of these items are not an eligible Project expense. If the items are not removed and/or relocated, the Town will be responsible for any costs associated with their removal.

Recommendation

I recommend that the Board of Selectmen vote to issue a license for the encroachments.

For encroachments impacted by the Route 151 Corridor Improvement Project, I additionally recommend that the license agreement require that the property owner remove and relocate the encroachments by April 1, 2021, to a new location as reviewed and agreed to by the Town.

Pros and Cons

Because of the wide right of way for Route 151, placement of signs for businesses on their own property negatively impacts visibility for customers/clients. For landscape features, the Town encourages property owners throughout Mashpee to maintain the right of way along their property's frontage.

The Town will need temporary and permanent easements for the Project from certain of the encroaching property owners. Granting of the licenses may promote cooperation from these property owners for securing of the easements.



PARCEL #	PLAN SHEET NO.	TITLEHOLDER	PROPERTY ADDRESS	ENCROACHMENT
	52	OWNER UNKNOWN		LANDSCAPE BOULDERS AT ENTRANCE TO JAMES CIRCLE (9)
	55	OWNER UNKNOWN (MAYBE RICHARD GUMBERT ET AL TRUST SOUTH CAPE REALTY TRUST)	428 NATHAN ELLIS HIGHWAY?	LANDSCAPE BOULDERS AT ENTRANCE TO JAMES CIRCLE (6 BOULDERS, ONLY 2 ARE IMPACTED BY CONSTRUCTION)
	57	OWNER UNKNOWN	?	DUNKIN DONUTS DRIVE THROUGH SIGN LANDSCAPE BOULDERS (2)
	57	SEA BELLE GROUP LLC	400 NATHAN ELLIS HIGHWAY	400 LIGHTHOUSE NETWORK SIGN
	57	DAVID M CHAPMAN TR MASHPEE FUNERAL HOME REALTY TR C/O CHAPMAN COLE & GLEASON	74 ALGONQUIN AVENUE	FUNERAL HOME NEXT RIGHT SIGN AND MAIN FUNERAL HOME SIGN
	61	OWNER UNKNOWN	?	BRIDGES/COUNTRY CLUB SIGN (NOTE, SIGN IS NOT IMPACTED BY CONSTRUCTION)
TE-15	55	ANDERSON BRYAN W	425 NATHAN ELLIS HIGHWAY	LIGHT POLES (2) AND PARKING AREA (5 SPACES)
TE-18	56 & 57	VC MAR MASHPEE LLC	401 NATHAN ELLIS HIGHWAY	JOHN'S POND CENTER SIGN (NOTE, SIGN IS NOT IMPACTED BY PROJECT)
TE-23	56 & 57	CORMIER HOLDINGS LLC	80 ALGONQUIN AVE	IRRIGATION SYSTEM COURMIERS AUTO SIGN
BP-07	60-61 & 73	SOUTHPORT ON CAPE COD CONDO AS C/O SOUTHPORT ON CAPE COD A/K/	122 LEISURE GREEN DR	SOUTHPORT SIGN
PUE-01	60 & 61			
TE-24	58			
TE-28	58 & 59			
TE-30	59			
TE-31	59 & 60	MEZ REALTY INC		
TE-58	60-61 & 73			
TE-25	58		300 NATHAN ELLIS HIGHWAY	LAKESIDE ESTATES SIGN (NOTE, SIGN IS NOT IMPACTED BY PROJECT)
TE-32	59 & 60			
TE-53	68	THE ROMAN CATHOLIC BISHOP OF FALL RIVER	5 JOBS FISHING RD	CHURCH SIGN (NOTE: SIGN IS NOT IMPACTED BY PROJECT)
TE-06	71	MASHPEE COMMONS LLC	39 NATHAN ELLIS HIGHWAY	FENCE SIGN (2) PART ON PRIVATE PROPERTY, PART ON TOWN PROPERTY
TE-49	70 & 71			
TE-63	72			
TE-05	71	MASHPEE COMMONS II LLC	38 NATHAN ELLIS HIGHWAY	
D-02	69			
TE-50	70 & 71			
TE-51	71			
TE-61	69			FENCE SIGN (2) PART ON PRIVATE PROPERTY, PART ON TOWN PROPERTY
TE-62	69			

**LICENSE TO ENTER AND USE REAL PROPERTY**  
**OF THE TOWN OF MASHPEE**  
**(NATHAN ELLIS HIGHWAY, ROUTE 151)**

This instrument is a License by and between The **Town of Mashpee MA**, acting by and through its Town Manager, as authorized by its Board of Selectmen, with an address of 16 Great Neck Road North, Mashpee, MA (the "Town") and \_\_\_\_\_, with an address of \_\_\_\_\_ (the "Licensee").

**Whereas**, Town has accepted the layout of the public highway identified as Nathan Ellis Highway, Route 151, Mashpee, MA ("Route 151"), and maintains care, custody and control of said way as a public way of the Town pursuant to and in accordance with the laws of the Commonwealth of Massachusetts;

**Whereas**, the Licensee desires to enter upon and occupy a portion of the layout of said Route 151 directly adjacent to its property at \_\_\_\_\_, Mashpee, MA (Assessors Map \_\_\_\_, Parcel \_\_\_\_), for the limited purpose and use described below;

**Now Therefore**, Town hereby grants to Licensee the non-exclusive right to enter upon and use that portion of the Route 151 layout described and shown as \_\_\_\_\_, hereafter referred to as "the Licensed Premises", subject to the following terms and conditions:

**1) TERM OF LICENSE**

This License shall become effective on \_\_\_\_\_ and shall terminate on \_\_\_\_\_, unless this License is amended or extended, in writing, and executed by the parties hereto or otherwise terminated by the parties as provided in Paragraph 10, herein.

**2) PERMITTED USES**

The Licensee, its employees, agents, contractors, are permitted to occupy and use that portion of the Licensed Premises as specified and shown on the Plan entitled "  
 \_\_\_\_\_

Mashpee MA," prepared by \_\_\_\_\_, dated \_\_\_\_\_, for the purpose of \_\_\_\_\_



which shall be the sole responsibility of Licensee.

**D) Costs of Operations**

Licensee shall be solely responsible for any and all costs and expenses associated with the exercise of its rights under the License.

**7) RISK OF LOSS**

Licensee agrees that it, shall use and occupy and permit use and occupancy of the Licensed Premises by others, including its employees, contractors, agents and invitees, at its own risk, and the Town shall not be liable to Licensee for any injury or death to persons entering the Licensed Premises pursuant to the License, or loss or damage to vehicles, equipment, structures or other personal property, of any nature whatsoever, of the Licensee, or of anyone claiming use by or through it.

**8) RELEASE AND INDEMNIFICATION**

Licensee agrees to release, indemnify, defend and hold harmless the Town, its officers and employees, against any and all liabilities, claims, suits and damages asserted by any person or entity based upon any injury or death to persons or loss or damage to property resulting from or relating in any way to Licensee's use and occupancy of the Licensed Premises or the exercise of its rights under this License. The Licensee shall indemnify the Town from all damages, costs, fees, liabilities, and expenses associated with any suits or claims arising from or related to Licensee's use and occupancy of the Licensed Premises or the exercise of its rights under this License. The provisions of this paragraph shall survive the termination of this License.

**9) RIGHTS OF TOWN TO ENTER/ NOTICE OF ENTRY**

The Town reserves the right, and the Licensee shall permit the Town, or those otherwise specifically authorized by the Town, to enter upon and use the Licensed Premises at any time and for any and all purposes at Town's sole discretion, provided that Town's use shall not interfere with Licensee's Permitted Use.

**10) TERMINATION**

This License is terminable at any time by the Town or the Licensee, with or without cause, upon sixty (60) days written notice to the other party.

**11) NO ESTATE CREATED**

This License shall not be construed as creating or vesting in Licensee any estate in the



STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	71	73
PROJECT FILE NO.		607310	

**PRELIMINARY RIGHT OF WAY  
PROPERTY PLANS  
PART 23 OF 25**



A





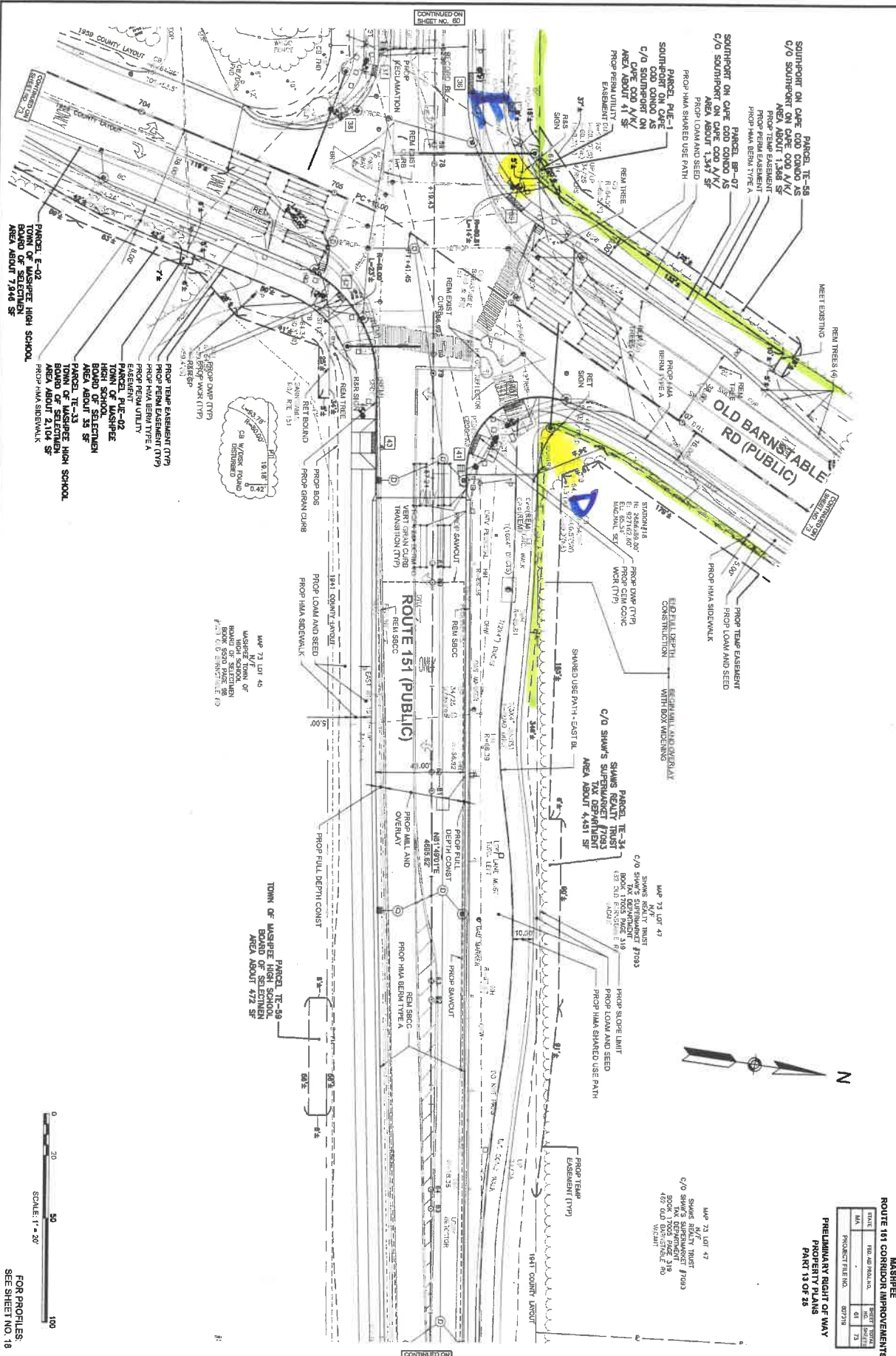
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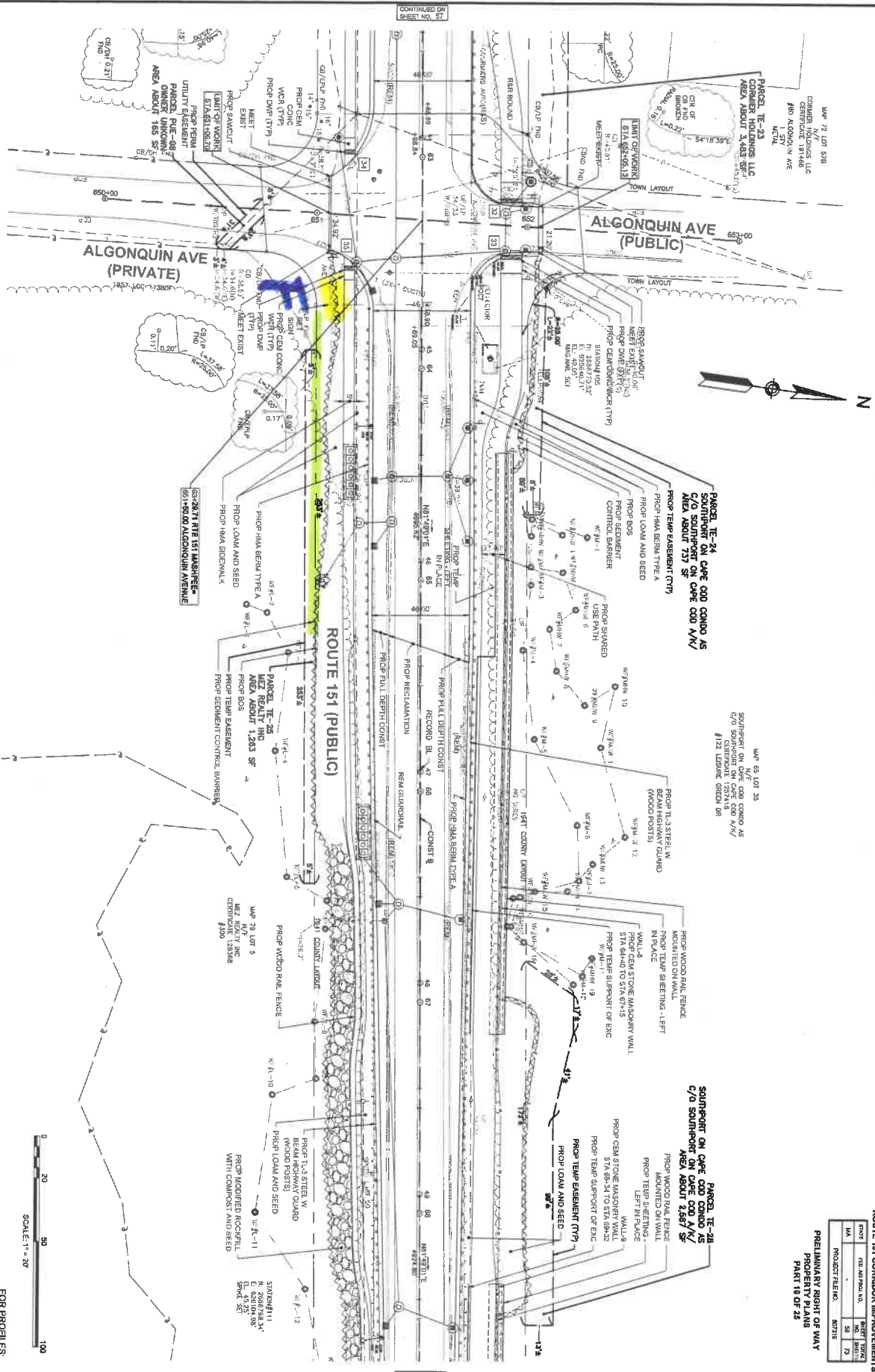


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FOR PROFILES  
SEE SHEET NO. 15

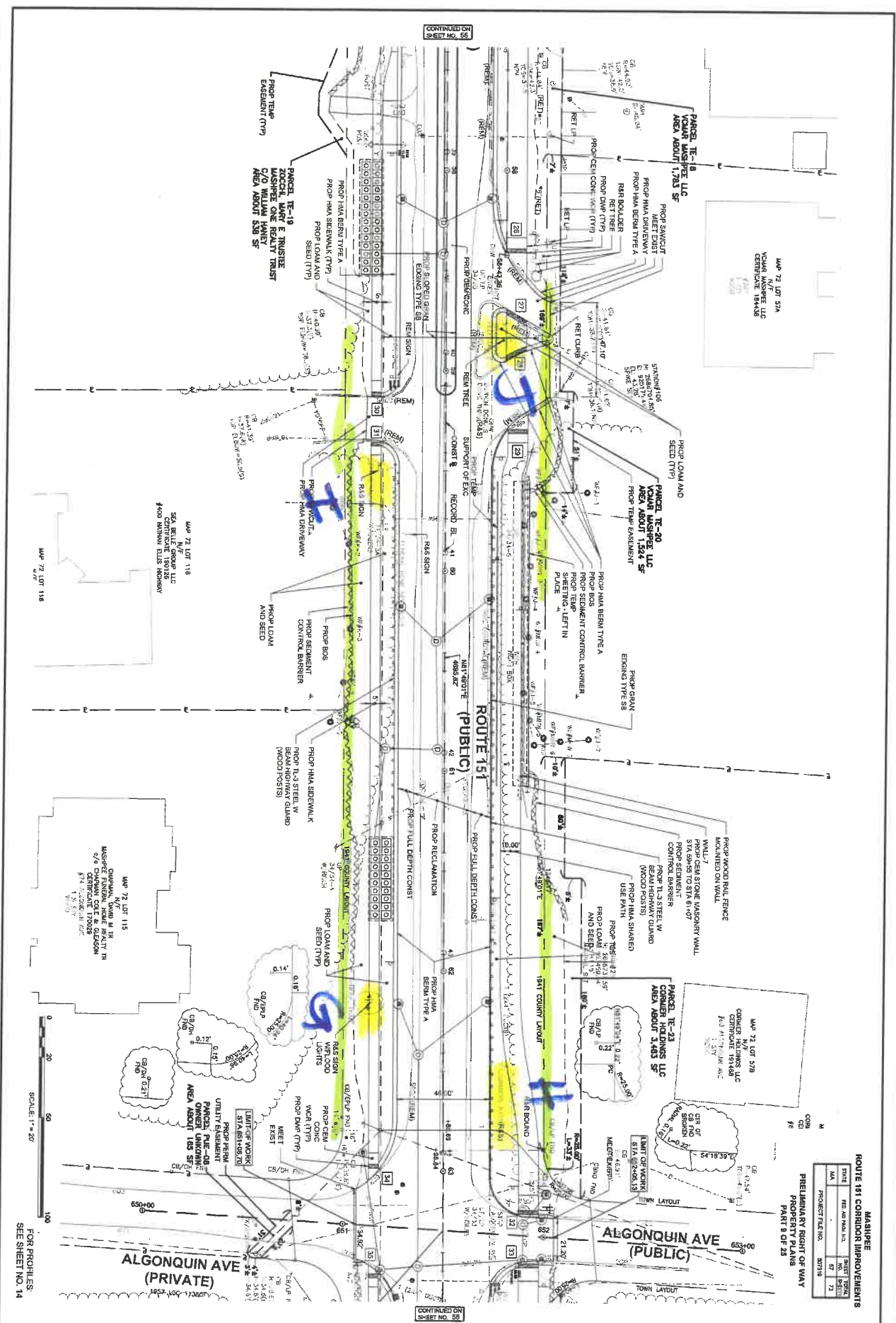
ROUTE 151 CORRIDOR IMPROVEMENTS

PROJECT NO.	151-01
DATE	10/1/2019
BY	151-01
CHECKED BY	151-01
PROJECT FILE NO.	151-01
PROPERTY PLANS	PART 10 OF 25













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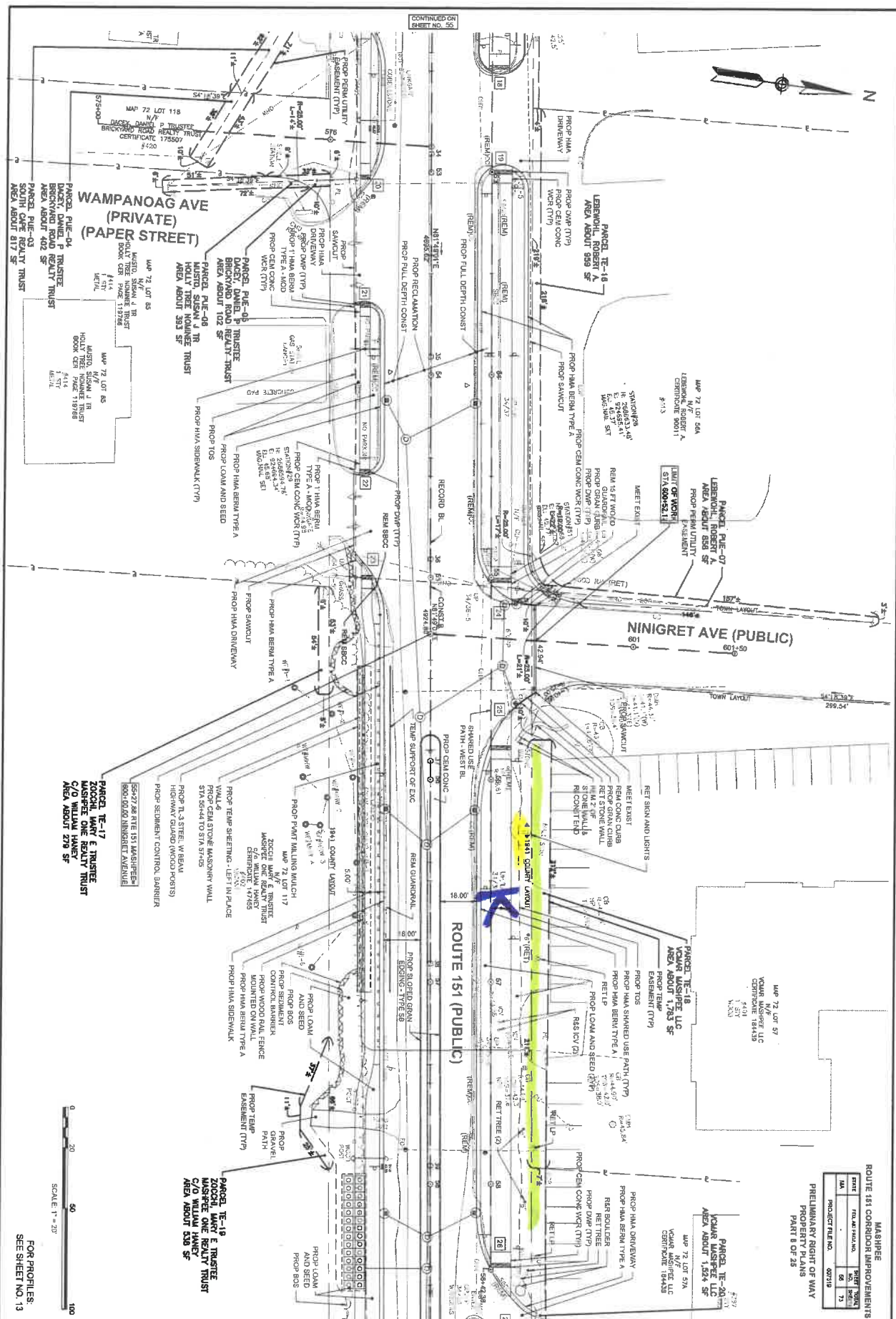




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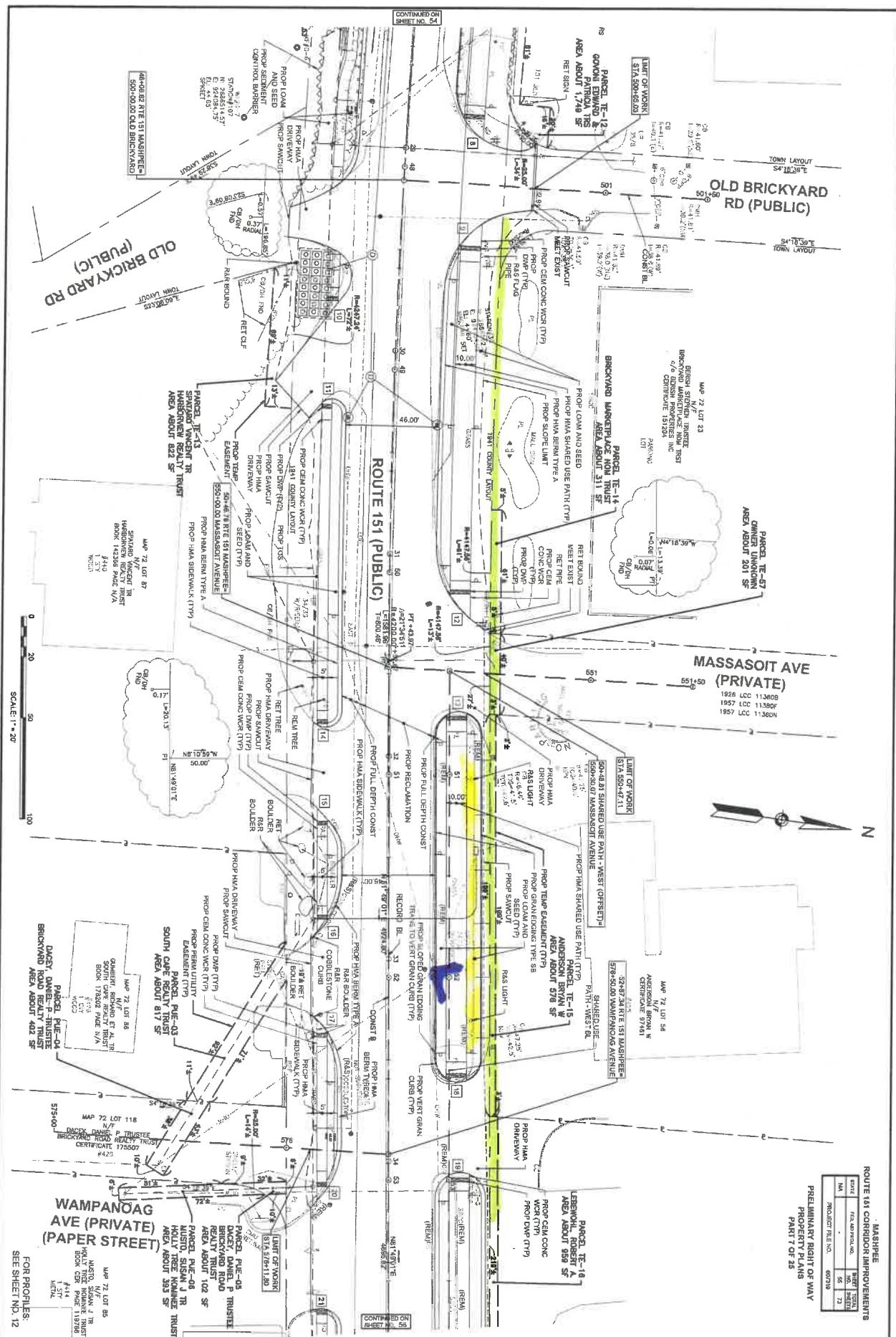


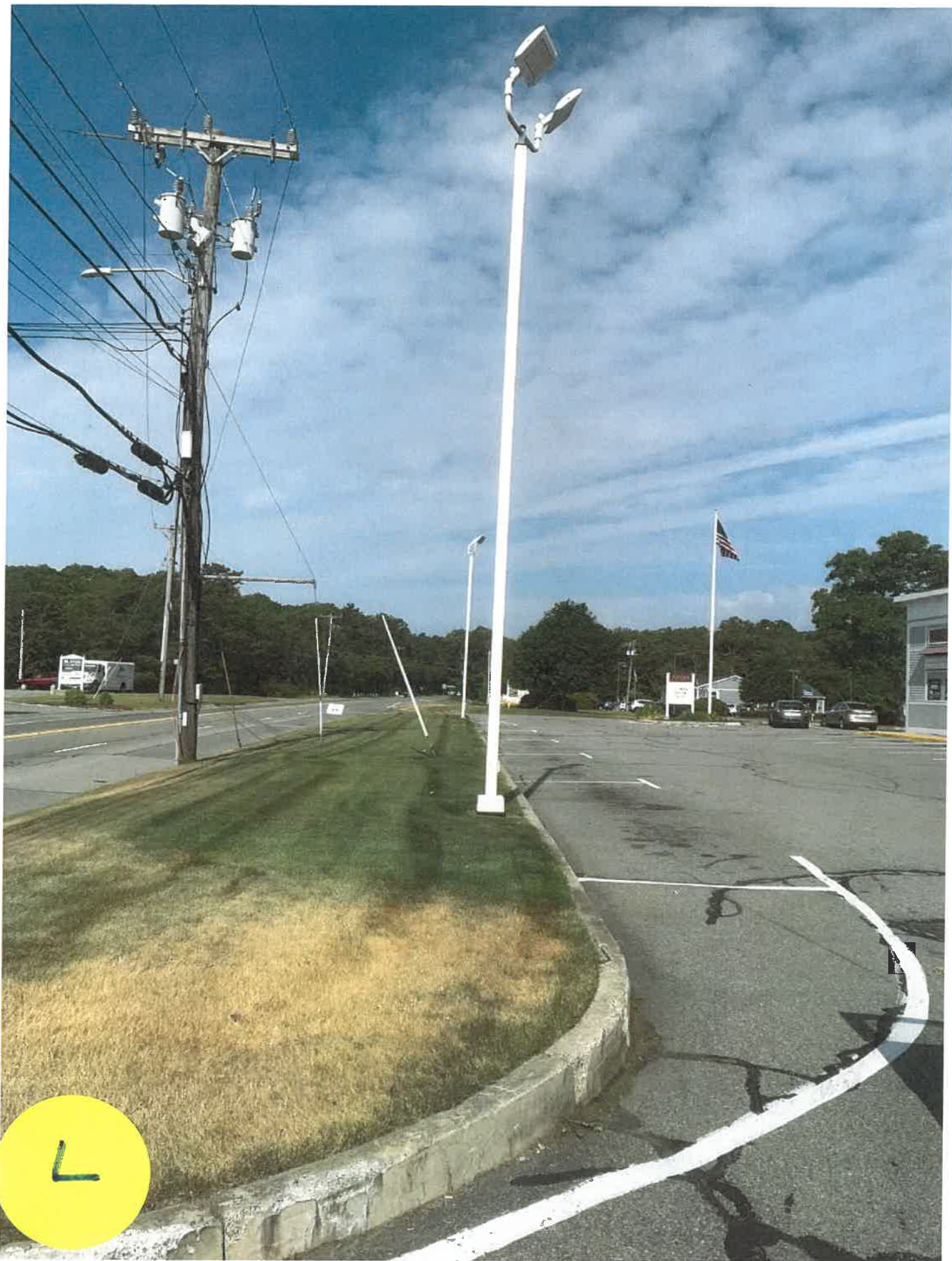




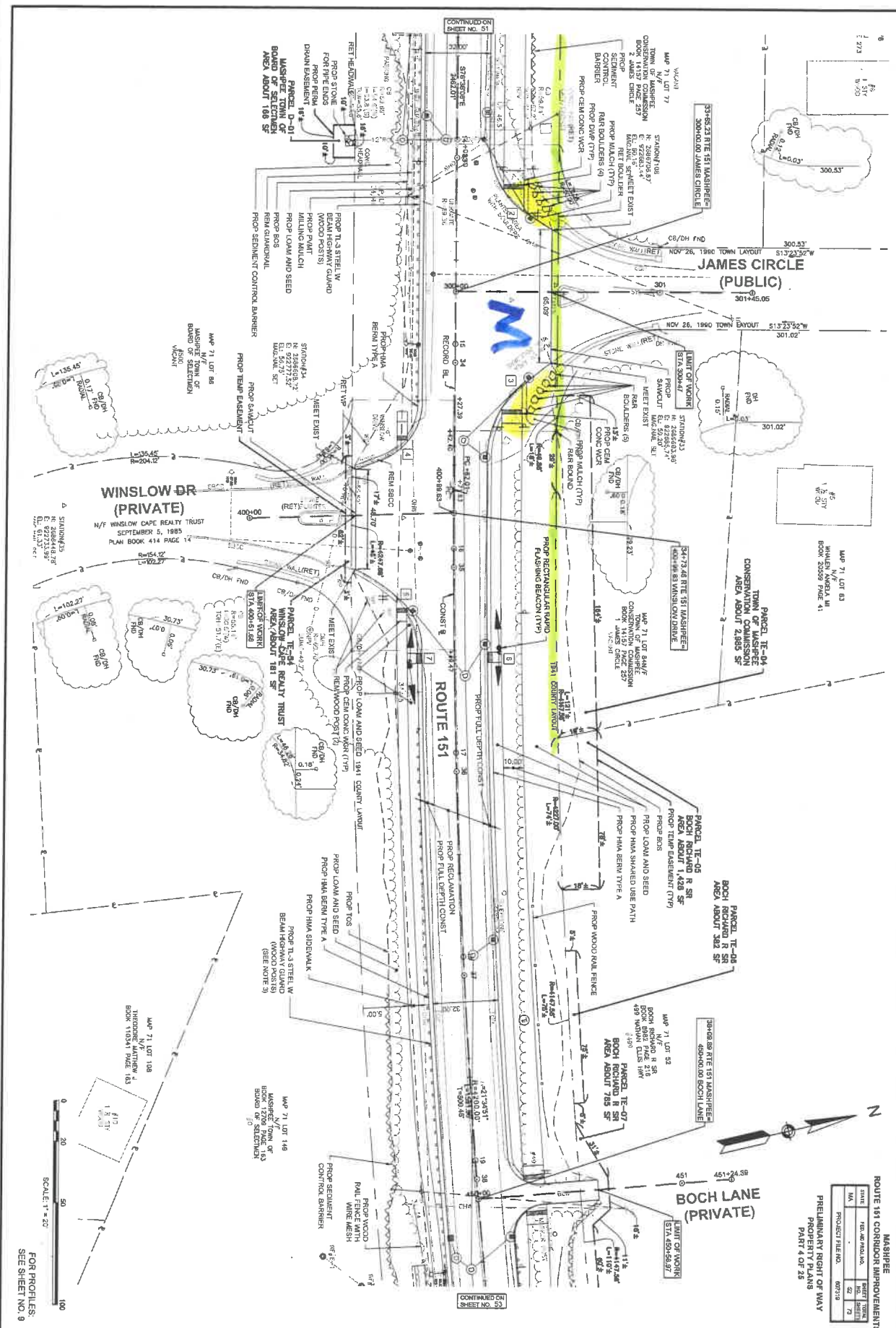
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FOR PROFILES:  
SEE SHEET NO. 9

**MASHPEE**  
**ROUTE 151 CORRIDOR IMPROVEMENTS**

DATE	BY	DESCRIPTION
07/19	MA	PRELIMINARY RIGHT OF WAY PROPERTY PLANS PART 4 OF 28

PROJECT FILE NO. 07719







# Town of Mashpee

# Department of Public Works

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

## MEMORANDUM

June 25, 2020

TO: Board of Selectmen  
Rodney Collins, Town Manager

FROM: Catherine Laurent, Director

RE: Route 151 Corridor Improvement Project - Update

As previously discussed, the Route 151 Corridor Improvement Project is included on the Cape Cod Transportation Improvement Plan (TIP) for FFY21/22/23. Construction will be funded through state and federal monies.

Since the Town contemplated and began design for the Project in 2013, the scope of the Project has changed. Federal Highway Administration and MassDOT requirements have also changed which in turn have caused additional utility impacts. These changes have resulted in a significant increase in the estimated construction cost for the Project.

The Project is currently listed on the TIP for a total cost of just over \$21 million. The most recent Engineer's Estimate, with contingencies, is \$32.5 million. Since Cape Cod's total annual TIP funding for road projects is only \$11-\$12 million, the Route 151 Corridor Improvement Project was already spread over three TIP years to allow funding of projects in other towns. MassDOT has indicated that additional funding for Mashpee is not available and is therefore requiring the Town reduce the project construction costs.

I have reviewed potential savings with Stantec, the Town's engineer, the Cape Cod Commission, and MassDOT. Some savings can be achieved by eliminating certain items from the project scope but these savings are minimal (less than \$500,000). The only option to achieve meaningful reductions in costs is required is to reduce the Project limits.

The Project limits originally proposed was from the Mashee Rotary to the Mashpee/Falmouth Town Line. Reducing the limit to James Circle will save approximately \$1.75 million. Reducing the limit to the Frank Hick's Drive/Job's Fishing Road intersection will save approximately \$2.5 million. With the other reduction noted above, the total potential savings of these changes is approximately \$5 million, still significantly less than the \$11.2 million needed.

I am continuing to explore other savings to achieve the required savings (further reducing the limits to Old Barnstable Road) as well as options for other potential funding sources. Additional information will be presented so that a final decision can be made.

Even with scaling back of the Project, the Project will be an important improvement for the Town, for motorists, bicyclists, and pedestrians. The multi-use path will be extended on the north side of the Route 151 from Old Barnstable Road to James Circle. A new sidewalk will be constructed from Job's Fishing Road to Winslow Drive (or from Old Barnstable Road to Winslow Drive is addition change in limits). Bike lanes will be included. The Route 151/Old Barnstable Road intersection will be redesigned with dedicated left turn lanes on Old Barnstable Road with a new traffic signal. And the road itself will be reconstructed with drainage improvements.





# 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: June 25, 2020

TO: Rodney C. Collins, Town Manager  
Board of Selectmen

FROM: Stephanie A. Coleman, Administrative Secretary 

RE: Restrictions Regarding the Permitting of Live/Recorded Entertainment

Our office has received inquiries about the current Entertainment Licenses held by establishments in the Town, specifically what is permitted concerning live or recorded outdoor entertainment.

According to Phase II of Commonwealth's Reopening Plan mandatory safety standards, recommended best practices and checklist, restaurants must comply with the following social distancing rule in all customer seating areas:

- All other amenities and areas not employed for food and beverage service (e.g. dance floors, pool tables, playgrounds, etc.) must be closed or removed to prevent gathering of customers.



**SECTOR SPECIFIC WORKPLACE SPECIFIC SAFETY STANDARDS  
FOR RESTAURANTS TO ADDRESS COVID-19  
Updated as of June 19, 2020**

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**Purpose**

These sector specific COVID-19 workplace safety standards for Restaurants are issued to provide owners, operators, and workers of restaurants / food establishments with instructions to help protect against the spread of COVID-19.

These standards are minimum requirements only and are not exclusive or exhaustive. The public health data for disease prevention that inform these guidelines can and does change frequently, and the operator of the restaurant is accountable for adhering to all local, state and federal requirements. The operator of the restaurant is also responsible for staying abreast of any updates to these requirements.

**Standards for Responsible Restaurants in Massachusetts**

“Restaurant” means an establishment that provides seated food service that is prepared on-site and under a retail food permit issued by a municipal authority pursuant to 105 CMR 590.000.

Restaurants may provide outdoor table service at the commencement of Phase 2 of the Commonwealth’s Reopening Plan. Restaurants will be authorized as part of Step 2 of Phase 2 Order to commence indoor table service starting June 22, 2020.

No activity in Restaurants can occur without meeting the following sector specific COVID-19 workplace safety standards for restaurants. These standards apply to all restaurants in operation until rescinded or amended by the State. The operator of each restaurant shall be responsible for meeting these standards.

The following workplace specific safety standards are organized around four distinct categories covering Social Distancing, Hygiene Protocols, Staffing and Operations, and Cleaning and Disinfecting.

**I. Social Distancing**

- When indoor table service is permitted, restaurants are encouraged to structure operations to operate as much as possible through outdoor table service and to strictly limit indoor table service in order to assure effective compliance with social distancing requirements and to limit activities within confined spaces
- Restaurants must comply with the following sector specific social distancing rules for providing dining services in all customer seating areas:
  - Tables must be positioned so to maintain at least a 6 foot distance from all other tables and any high foot traffic areas (e.g., routes to bathrooms, entrances, exits); tables may be positioned closer if separated by protective / non-porous barriers (e.g., structural

- walls or plexi-glass dividers) not less than 6 feet high installed between tables and high foot traffic areas
- The size of a party seated at a table cannot exceed 6 people
- Restaurants may not seat any customers at the bar, but subject to any applicable building and fire code requirements, bar areas may be re-configured to accommodate table seating that complies with all spacing and other requirements in these COVID-19 safety standards
- All customers must be seated; eat-in service to standing customers (e.g., around bar areas) is prohibited
- Restaurants may provide carry-out or delivery service, but all safety standards for table separation, size of party, and hygiene must be maintained for any indoor or outdoor table seating that is available to carry-out patrons
- All other amenities and areas not employed for food and beverage service (e.g., dance floors, pool tables, playgrounds, etc.) must be closed or removed to prevent gathering of customers.
- Ensure separation of 6 feet or more between all individuals (workers, vendors, and customers) unless this creates a safety hazard due to the nature of the work or the configuration of the workspace
  - Close or reconfigure worker common spaces and high density areas where workers are likely to congregate (e.g., break rooms, eating areas) to allow 6 feet of physical distancing; redesign work stations to ensure physical distancing (e.g., separate tables, stagger workstations on either side of processing lines so workers are not face-to-face, use distance markers to assure spacing including in the kitchen area)
  - Establish directional hallways and passageways for foot traffic if possible, to minimize contact (e.g., one-way entrance and exit to the restaurant). Post clearly visible signage regarding these policies
  - Prohibit lingering in common areas (e.g., waiting areas, bathrooms) and ensure social distancing in common areas by marking 6 feet spacing with tape or paint on the floor and signage
  - All customer-facing workers (e.g., servers, bus staff) must minimize time spent within 6 feet of customers
- Designate assigned working areas to workers where possible to limit movement throughout the restaurant and limit contact between workers (e.g., assigning zones to servers)
- Stagger work schedules and staff meal and break times, regulating maximum number of people in one place and ensuring at least 6 feet of physical distancing
- Minimize the use of confined spaces (e.g., elevators, vehicles) by more than one individual at a time
- Improve ventilation for enclosed spaces where possible (e.g., open doors and windows)
- Require face coverings for all customers and workers at all times, except where an individual is unable to wear a face covering due to medical condition or disability
- Customers may remove face coverings while seated at tables

## **II. Hygiene Protocols**

- All workers must wash their hands frequently, and table servers must wash their hands or apply hand sanitizer between each table interaction

- Ensure access to handwashing facilities on site, including soap and running water, and allow sufficient break time for workers to wash hands frequently; alcohol-based hand sanitizers with at least 60% alcohol may be used as an alternative
- Alcohol-based hand sanitizers with at least 60% alcohol should be made available at entrances, exits, and in the dining area
- Supply workers at workplace location with adequate cleaning products (e.g., sanitizer, disinfecting wipes)
- Post visible signage throughout the site to remind workers and customers of hygiene and safety protocols
- Self-serve, unattended buffets, topping bars, drink stations, and other communal serving areas must remain closed
- Condiments and similar products (e.g., salt, pepper, and salad dressing) should not be pre-set on tables and should instead only be provided upon request either in single-serving portions (e.g., individual packages or cups) or in serving containers that are sanitized between each use
- Menus must be one of the following: 1) paper, single-use menus disposed after each use, 2) displayed menu (e.g., digital, whiteboard, chalkboard), 3) electronic menus viewed on customers' phones / mobile devices
- Utensils and place settings must be either single-use or sanitized after each use; utensils should be rolled or packaged. Tables should not be pre-set to reduce opportunity for exposure
- Tables and chairs must be cleaned and sanitized thoroughly between each seating

### **III. Staffing and Operations**

- When possible, reservations or call ahead seating should be encouraged; managers must ensure that diners waiting for tables do not congregate in common areas or form lines
- When taking reservations and when seating walk-in customers, restaurants should retain a phone number of someone in the party for possible contact tracing
- Encourage use of technological solutions where possible to reduce person-to-person interaction (e.g., contactless payment, mobile ordering, text on arrival for seating)
- Restaurants may not provide customers with buzzers or other devices to provide alerts that seating is available or orders are ready; restaurants should instead use no-touch methods such as audio announcements, text messaging, and notices on fixed video screens or blackboards
- Provide training to workers on up-to-date safety information and precautions including hygiene and other measures aimed at reducing disease transmission, including:
  - Social distancing, hand-washing, and requirement and proper use of face coverings
  - Modifying practices for serving in order to minimize time spent within 6 feet of customers
  - Self-screening at home, including temperature or symptom checks
  - Reinforcing that staff may not come to work if sick
  - When to seek medical attention if symptoms become severe
  - Which underlying health conditions may make individuals more susceptible to contracting and suffering from a severe case of the virus
- Restaurant operators should establish adjusted workplace hours and shifts for workers to minimize contact across workers and reduce congestion at entry points
- Limit visitors and vendors on site; shipping and deliveries should be completed in designated areas
- Workers should not appear for work if feeling ill

- Workers who are particularly high risk to COVID-19 according to the Centers for Disease Control (e.g., due to age or underlying conditions) are encouraged to stay home or arrange an alternate work assignment
- Restaurants must screen workers at each shift by ensuring the following:
  - Worker is not experiencing any symptoms such as fever (100.3 and above), cough, shortness of breath, or sore throat;
  - Worker has not had 'close contact' with an individual diagnosed with COVID-19. "Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for 15 minutes or more, or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic
  - Worker has not been asked to self-isolate or quarantine by their doctor or a local public health official
  - Workers who are sick or feeling ill must be sent home
- Anyone showing signs of illness may be denied entry
- Workers are strongly encouraged to self-identify symptoms or any close contact to a known or suspected COVID-19 case to the employer
- Encourage workers who test positive for COVID-19 to disclose to the employer for purposes of cleaning / disinfecting and contact tracing. If the employer is notified of a positive case at the workplace, the employer shall notify the local Board of Health (LBOH) in the city or town where the workplace is located and assist the LBOH as reasonably requested to advise likely contacts to isolate and self-quarantine. Testing of other workers may be recommended consistent with guidance and / or at the request of the LBOH
- Notify workers that they may not work if they test positive for COVID-19 (they should be isolated at home) or are found to be a close contact of someone with COVID-19 (they should be quarantined at home)
- Post notice to workers and customers of important health information and relevant safety measures as outlined in the Commonwealth's Mandatory Safety Standards for Workplace
- Designate the Person in Charge (105 CMR 590) for each shift to oversee implementation of the guidelines in this document
- Restaurants will be allowed to maximize outdoor dining space, including patios and parking lots where available, where municipal approval is obtained

#### **IV. Cleaning and Disinfecting**

- Clean commonly touched surfaces in restrooms (e.g., toilet seats, doorknobs, stall handles, sinks, paper towel dispensers, soap dispensers) frequently and in accordance with CDC guidelines
- Keep cleaning logs that include date, time, and scope of cleaning
- Conduct frequent disinfecting of heavy transit areas and high-touch surfaces (e.g., doorknobs, elevator buttons, staircases)
- Implement procedures to increase cleaning / disinfecting in the back-of-house. Avoid all food contact surfaces when using disinfectants. Food contact surfaces must be cleaned and sanitized before use with a sanitizer approved for food contact surfaces. Non-food contact surfaces must be frequently cleaned



- In the event of a presumptive or actual positive COVID-19 case of a worker, patron, or vendor, the restaurant must be immediately shut down for 24 hours and then must be cleaned and disinfected in accordance with current CDC guidance before re-opening

**Additional worker safety guidelines and resources (with hyperlinks to web pages) are available below:**

U.S. Department of Labor, Occupational Safety and Health Administration (OSHA):

[OSHA – COVID-19 Webpage](#)

[OSHA – Enforcement Guidelines Webpage](#)

[OSHA Fact Sheet – Protecting Workers During a Pandemic](#)

U.S. Centers for Disease Control (CDC):

[CDC – Environmental Cleaning and Disinfection Recommendations](#)

[CDC – Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease \(Updated 3/21/20\)](#)

CDC – Decision Tool for Reopening Bars and Restaurants (5/15/20)

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/restaurants-and-bars-decision-tool.html>

**Additional Information:**

Massachusetts State Coronavirus (COVID-19) Website

[mass.gov/covid19](https://mass.gov/covid19)

United States Centers for Disease Control and Prevention Coronavirus (COVID-19) Website

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>



## Town of Mashpee

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Fire & Rescue Department

20 Frank Hicks Drive

Mashpee, MA 02649

V 508.539.1458

Date: June 8, 2020

From: Fire Chief Thomas C. Rullo

To: Rodney Collins, Town Manager

Re: New Hire Certified Process

Mr. Collins:

The Barnstable County Fire Chief's Association (BCFCA) conducted their annual written test in November 2019. A list of candidates was generated and sent out to all the Barnstable County Fire Chiefs. A Town advertisement seeking applicants for full-time Firefighter/Paramedic positions was formulated.

Candidates that received a passing score of 70% or greater were sent a letter from the Town's Human Resources Department inviting them to fill out an application for the Town of Mashpee. The advertisement also invited qualified applicants to fill out an application for the Town of Mashpee. The list of candidates for an interview was developed by categorizing certified Firefighter 1&2, paramedic, paramedic students currently enrolled in a paramedic program, and utilizing BCFCA written test scores. Fifteen candidates were chosen for an interview.

Candidates were set up for an interview by a three person panel conducted on February 20, 2020 and February 28, 2020. The panel consisted of the Assistant Town Manager, Human Resources Director and Deputy Fire Chief. The same set of interactive questions were asked of each candidate by the panel. At the completion of the interviews the candidates were scored and ranked by the panel into the following 4 categories:

1. Highly Recommended
2. Recommended
3. Recommended with Hesitation
4. Not Recommended



## Town of Mashpee

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Fire & Rescue Department

20 Frank Hicks Drive

Mashpee, MA 02649

V 508.539.1458

Candidate *Micah Agnoli* was granted a final interview with the Fire Chief on *March 5, 2020* and given a conditional offer for hiring. The conditional offer consists of the list below.

- Comprehensive background investigation
- Physical examination by the Town Appointed Physician
- Psychological examination by the Town Appointed Psychologist
- Commonwealth of Massachusetts Division of Human Resources, Firefighter Physical Ability Test, pending once the testing resumes
- The Firefighter must reside within 15 miles of the Town of Mashpee within one year from the date of hire
- The Firefighter must be a Nationally Registered Paramedic

I affirm that all phases of the entry level selection process have been completed and that the process has been monitored and reviewed by the Department of Human Resources.

I respectfully request certification of the selection process with the appointment of *Micah Agnoli* on *July 1, 2020* as a step 1 Firefighter/Paramedic.

Thomas C Rullo, Fire Chief



**TOWN OF MASHPEE POSITION APPOINTMENT/REAPPOINTMENT REQUEST**

Effective: September 1, 2016

JOB TITLE: Firefighter/Paramedic DEPARTMENT: FireEMPLOYEE: Micah Agnoli UNION/UNIT: IAFF Local 2519STATUS: Regular Full-time ☒ Temporary Full-time ☐ Temporary Part-time ☐  
Standard Part-time ☐ Non-Standard Part-time ☐ Seasonal ☐LABOR GRADE: N/A STEP: 1 RATE OF PAY: \$27.4605 Per Hour  
Per Week \$59,973.80 Per Year/Base

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

Existing Eligibility List ☒ Town Posting ☒ Local Employment Opportunity ☐  
Regional/State/National Opportunity ☐ Other Posting ☐I also attest that all policies and procedures of the Town have been satisfied regarding this appointment, including: application review ☒ written examination ☐ oral interview ☒ appointing authority interview ☒  
ending physical agility exam ☐ medical examination ☒ psychological examination ☒ comprehensive background investigation, including a CORI check ☒ or other

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

Kim Jandy  
Human Resources Director Signature6/9/2020  
Date

I request this appointment/promotion to be effective on:

Thomas C. Bush  
Appointing Authority SignatureJuly 1, 2020  
6-9-20  
Date

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

[Signature]  
Town Manager Signature6/16/20  
Date

Chairman of Board of Selectmen (or Designee) Signature

Date

Review of Appointment and Certification of Selection Process

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

TOWN OF MASHPEE  
BOARD OF SELECTMEN  
CERTIFICATE OF AUTHORIZATION VOTE

I, the undersigned, Deborah F. Dami, duly elected Town Clerk of the Town of Mashpee, hereby certify in my official capacity that the Town of Mashpee Board of Selectmen ("Board") at a duly convened public meeting on June 29, 2020 did, by vote of five (5) in favor, zero (0) opposed, authorize the following action:

Moved that the Board vote to authorize the Chair, or in the Chair's absence, the Vice-Chair to execute and endorse all decisions, permits, approvals, plans, orders, instruments or other documents, of whatever nature, on behalf of, and as duly authorized agent for, the Board of Selectmen.

The within authorization shall terminate upon further vote of the Board or upon the expiration of the March 10, 2020 Declaration of State of Emergency To Respond To COVID-19 by the Governor of the Commonwealth of Massachusetts, whichever occurs first.

Attested: \_\_\_\_\_  
Deborah F. Dami  
Town Clerk

(SEAL)



# 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)

TO: Board of Selectmen  
FROM: Andrew Gottlieb, Chairman  
DATE: June 25, 2020  
RE: Meetings

At the start of the pandemic the Board voted to suspend non-regulatory board and commission meetings and to require meetings held to be done so remotely. It is time to discuss changing that approach somewhat and to enable the Manager to establish operating protocols that balance the need to conduct public business with protecting the public. I suggest the Board adopt the following to replace our earlier action:

It is the policy of the Board of Selectmen to return to in person meetings to the extent that they can be conducted in a manner that provides protection to the health and well-being of all participants and ensures ongoing and open access to the general public. To that end the Board authorizes the resumption of in person meetings at the discretion of the respective Board chairs and subject to the following conditions:

1. Compliance with any directives for social distancing in meetings established and amended from time to time by the Town Manager;
2. That any and all meetings provide a means for remote participation (via open call in line or video conferencing) by the general public that provides remote participants the same access and opportunity to participate as those in attendance at the meeting.
3. Individual Board members not able or willing to participate in in-person meetings shall be afforded the ability to participate remotely (via open call in line or video conferencing) and shall be considered as part of a quorum and allowed to vote to the extent allowed by the Governor's Executive Orders pertaining to the Open Meeting Law during the ongoing State of Emergency.



# MASHPEE BOARD OF SELECTMEN

2020 - 2021 LIAISON ASSIGNMENTS TO BE UPDATED JUNE 29, 2020

<div> <div> <b>Andrew R. Gottlieb</b>  agottlieb@marshpeeema.gov </div> <div> <b>John J. Cotton</b>  jcotton@marshpeeema.gov </div> <div> <b>Thomas F. O'Hara</b>  tohara@marshpeeema.gov </div> </div>		
Capital Improvement Program (CIP) Community Preservation Act (CPC) Conservation Environmental Oversight (EOC) Marshpee-Wakeby Lake Management Native American Affairs Natural Resources (DNR) Planning Sewer Waterways Water District	Affirmative Action Americans w/Disabilities (ADA) Finance Committee (Fin-Com) Historical Information Technology (IT) Library Military Civilian Advisory Council (CAC) School	Affordable Housing Building & Inspections Fire Police Planning & Construction Committee Zoning Board of Appeals (ZBA)

<div> <b>Carol A. Sherman</b>  csherman@marshpeeema.gov </div>	<div> <b>David W. Weeden</b>  dweeden@marshpeeema.gov </div>
Chamber of Commerce Economic Development (EDIC) Human Resources Native American Affairs Public Works (DPW) Recreation Special Events Committee	Board of Assessors (BOA) Board of Health (BOH) Clerk/Treasurer/Accounting Council on Aging (COA) Human Services South Cape Beach Advisory

**Town of Mashpee  
Board of Selectmen  
Policy No: 031**

**Guidelines for Board of Selectmen Liaisons**

**POLICY:**

The Board of Selectmen shall maintain liaison assignments to the various Departments, Boards and Committees as deemed necessary by the Selectmen in accordance with the following guidelines:

1. Each year Selectmen liaison assignments shall be designated by the Chairman of the Selectmen following the Board's reorganization.
2. The goal of liaison assignments shall be to facilitate communication with the Board of Selectmen and liaisons shall not exert any independent supervisory authority over Town departments or Boards, which shall be the responsibility of the Town Manager. Any complaints or problems regarding the activities of a Town Department shall be addressed through the Town Manager.
3. Liaisons shall endeavor to meet with each assigned department for the purpose of sharing information at least one time per year.
4. It is recognized that liaison assignments shall not prevent any Selectmen from requesting information from any department.

Adopted by the Mashpee Board of Selectmen  
November 13, 1995