

Board of Selectmen Meeting Minutes
February 14, 2012
Town Hall Annex Meeting Room

Members Present: Chairman Florence Seldin, Timothy Roper, Len Sussman, Sean Summers and David Whitcomb also present Jill Goldsmith, Town Manager.

Chairman Florence Seldin called the meeting to order at: 4:04 pm.

I. Minutes

February 7, 2012

MOTION by: Mr. Sussman to approve.

Seconded by: Mr. Roper

Vote: 5-0-0

II. Public Forum

Valerie Foster, Executive Director CHA announced rental assistance applications are due Friday, February 17, 2012. She also announced her resignation from the Chatham Housing Authority after 21 years of service. She has taken a position as Assistant Director to Bob Murray at Falmouth Housing Corp. She will remain as housing consultant for the Housing Authority.

The BOS thanked Ms. Foster for her service.

Mr. Don St. Pierre invited the BOS, Town Manager, and residents of Chatham to the 60th Anniversary of the rescue of the Pendleton on Saturday, February 18th from 1:00 pm to 4:30 pm there will be an Open House at the Coast Guard Stations and boat tours at the Chatham Fish Pier, at 2:00 pm the Station boats and the CG36500 will participate in a wreath laying ceremony and at 4:45 pm there will be a bell ringing ceremony at the Chatham Fish Pier.

III. New Business

A. BOS Committee Review:

Planning Board: Cory Metters, Chairman of the Planning Board, reviewed the regular business agenda activities and the Board's efforts on the Zoning By-law rewrite. In 2011, Hank Russian and Tommy Doane (after 27 years of service) stepped down as members of the Planning Board. Steve West and Peter Cocolis were appointed to fill these vacancies. Regular business activities included site plan reviews, subdivisions, approvals as required. Regular business fees for 2011 dropped to \$8,216.82 down from \$11,063.20 in 2010. The Planning Board reviewed the Comprehensive Plan going through the actions and submitted a status report update. They are awaiting the completed report for further review.

The Planning Board identified three areas they established as their priorities for 2012: site plan review, height and bulk regulations and non-conforming structures.

The Board worked on the Zoning Bylaw Re-Write. There are five Zoning Articles: Article A - Grade Plane and Building Height Definition; Article B – Clearing, Grading, Filling and Site

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Alteration Permit; Article C – Appliances, Accessory Buildings and Structures; Article D – Variable Building Coverage, Open Porches; Article E – Site Clearing, Grading, Filling and Site Alteration Special Permit. Public hearings are now closed. The Board is in final deliberations and will be presenting Articles B, C and D to the BOS for the Annual Town Warrant at a future meeting. Article F – Prohibition Exclusion for Piers in Pleasant Bay is on agenda for 2/15/2012 to discuss final language. Any articles will be brought by the end of March.

The BOS asked several questions regarding specific articles.

Human Services: Gerry Panuczak, Human Resources Director and Staff Liaison and CeCe Motz, Chairman of the Human Service Community, provided an update of the committee's activities over the past year. The Committee currently has six members and has five vacancies for those interested in serving. Seventeen agencies on Cape Cod receive funding by this committee. Mr. Panuczak distributed a brochure to the BOS listing these agencies. Most of these agencies have seen an increase in Chatham residents accessing services particularly agencies dealing with homelessness, food pantry and utility assistance. Although funding requests have increased the budget has been level funded. The Committee will address creating an updated brochure and hope to have it completed in the next few months. The Committee is interested in hearing from residents of any unmet needs in the community.

B. Regional Dispatch Study

Sean O'Brien, Coordinator Barnstable County Regional Emergency Planning Committee, provided an overview of the findings and recommendations of the Regional Dispatch Study. Through the Regional Emergency Planning Committee (REPC) Mr. O'Brien was requested to facilitate and oversee administration of the grant awarded by the State 911 Board to conduct a study on 911 dispatch of the 15 communities in Barnstable County. The results of the study were presented to police and fire chiefs in January 2012 and to the Town Manager's Association on that same day.

The preferred final recommendation was for a three (3) regional emergency call center solution, with a call center in the Lower Cape, Mid Cape and Upper Cape, for combined dispatch. The 2nd recommendation was for a single regional emergency call center for Barnstable County. The combined cost for dispatch across the Cape is currently \$10.9 million. The proposed three regional emergency call centers solution could provide an annual savings of \$4.8 million. This study does not factor in other services provided by dispatchers.

Members of the BOS asked questions pertaining to existing services provided by the Sheriff's Department, cost savings, number of call centers and grant funding.

The report can be viewed in its entirety at:

[http://www.chatham-ma.gov/Public_Documents/ChathamMA_Manager/Final Report Barnstable County Regional 911 Feasibility Stu.pdf](http://www.chatham-ma.gov/Public_Documents/ChathamMA_Manager/Final%20Report%20Barnstable%20County%20Regional%20911%20Feasibility%20Study.pdf)

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No action was taken by the BOS

C. Capital Projects Review Committee; Proposed Fire Station Costs

Debbie Aikman, Chairman of the Capital Projects Review Committee presented a preliminary construction estimate for the fire station preferred option. Three primary components of the estimate are construction costs, soft costs and temporary costs. The building construction cost subtotal is \$6,400,370. An 8% escalation factor was applied to account for a potential increase in construction costs resulting in the total construction cost value of \$7,949,260. The calculation of soft costs totals \$1,443,147. A temporary facilities allowance of \$129,000 was calculated to account for the costs associated with the Fire Department remaining on site during the construction period. The overall budget estimate is \$9,521,407.

CPRC is ready to move forward with article for ATM.

Several questions were raised by the BOS regarding a temporary location for the fire department to eliminate the need for phasing and reducing the overall project cost. Members of the CPRC felt the locations they explored for a temporary location of the fire department did not present a feasible option to relocate.

The BOS requested CPRC seek alternatives to relocating the Fire Department and to quantify the cost of construction in one phase.

Alix Heilala, Finance Director, used the estimated cost to project the principal and interest costs for the project (based on 20 year borrowing) to be \$833,000 the first year declining each year thereafter with a tax impact would be fourteen cents. Should the project be approved at Town Meeting the project would go out to bond in 2015. While the project is ongoing the Town would issue short term notes (BAN) until full costs then go out for permanent financing having a tax impact in FY2015. Calculations were based on a projected 3.75% interest rate.

MOTION: Mr. Sussman to use this budget to create an article to go before Town Meeting. With condition CPRC return with definitive study of alternates to build in one phase.

Seconded by: Mr. Whitcomb

Vote: 4-1-0 (Mr. Summers opposed)

The BOS instructed TM to have bids widely distributed.

D. FY2013 Budget Discussion; Presentation of FinCom Recommendations

Ken Sommer, Chairman, FinCom, presented the BOS with the Committee's input and budget recommendations. (attached document)

Ms. Seldin proposed scheduling a separate budget discussion meeting on Tuesday, February 21, 2012 at 2:00 pm.

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Ms. Goldsmith provided the BOS with a Power Point presentation regarding the FY13 budget and specific questions raised by BOS and FinCom.

C. Economic Sustainability (Development) Committee; Establish Advisory Committee and Set Mission/Charge (Continued from 1/10/12)

Mr. Roper stated he envisioned more of an ad hoc committee with issues to address as they come up similar to the set-up of CPRC. More aggressive and takes on assignments.

The BOS tabled this issue for further discussion at a future meeting.

D. Q and A

Elaine Gibbs asked if the format for Budget Discussion meeting would allow the public to ask questions as issues come up.

Ms. Seldin responded the format would allow for questions as topics are discussed.

IV. Other Business

V. Executive Session

Litigation Update (MGL Ch.30A, §21#3)

ROLL CALL VOTE by Ms. Seldin: to adjourn to Executive Session with no public session to follow

Mr. Whitcomb: Yes

Mr. Summers: Yes

Mr. Roper: Yes

Mr. Sussman: Absent (Mr. Sussman left at 7:06 pm)

Ms. Seldin: Yes

Vote: 4-0-0

MOTION by: Mr. Whitcomb to adjourn

Seconded by: Mr. Roper

Vote: 5-0-0

Meeting adjourned at 7:20 pm.

Respectfully submitted

Kristin M. Sullivan