MINUTES BOARD OF SELECTMEN  FEBRUARY 27, 2020  
Town Hall, 130 Main Street, Sandwich, MA 02563  
7:00 p.m.

Present for the Board of Selectmen: Michael Miller, Robert George, Shane Hoctor, Charles Holden  
Not Present: David Sampson  
George Dunham, Town Manager; Heather Harper, Assistant Town Manager

Others attending: MarkWiklund, Chairman of the Library Board of Trustees

Mr. Miller convened the meeting at 7:00 PM

PLEDGE OF ALLEGIANCE

REVIEW AND APPROVAL OF MINUTES

The February 13, 2020 minutes were reviewed. There was one correction: Mr. Miller, not Mr. George, asked the question about the telephone poles. Mr. George moved to approve the minutes as corrected. Mr. Hoctor seconded. Approved unanimously.

PUBLIC FORUM

None.

TOWN MANAGER REPORT

Mr. Dunham reported the following:

1. Meetings – 3/3 Finance Committee. Dr. Dutch from Upper Cape Tech will be presenting.
3/5 Board of Selectmen – signing of the Special Town Meeting warrant.
2. Mr. Tilton and the DPW are getting ready for clean-up day, which will occur the week of April 18 – 26. Residents should contact the DPW if they can help out. The DPW provides all the necessary equipment. The clean-up can be done any time that week.
3. Two weeks ago the developers of the Cotuit Rd. solar project were in and a non-binding memorandum of understanding was sent. They had a meeting with the Cape Cod Commission tonight. Land needed to be identified to meet open space requirements. Two town-owned properties abutting conservation land on Gully Lane were identified. An amended MOU identified the two parcels, which will provide more open space than is actually required.
4. Dave Mason and Joanne Geake have been preparing information about the COVID-19 virus. H. Harper is working with Joanne to get information on the website. Department heads will follow the protocol developed for the H1N1 epidemic. They will meet on Monday.
5. The bid openings for the Rte 6A project have been delayed, as some issues needed to be clarified and bidders notified. The sub-bid opening will be on March 3 and the general contractor bid on March 10, both at 2 PM at Town Hall. It won’t impact anything for the Special Town Meeting, but might affect the BOS meeting schedule. Mr. Miller asked if the number of bidders is known; it is not.
6. Ms. Harper has met with Dave DeConto regarding a controlled burn for Maple Swamp to be held on March 1. He has been working with both the Commonwealth and the fire department. The date is tentative, but people can call the Department of Natural Resources if there are any questions.

1 | Minutes Board of Selectmen February 27, 2020
7. March 2 at 6:30 PM there will be a forum for the Wing School; the wider community will be able to ask questions. It will help prepare for Town Meeting.

Questions: Mr. George asked about a follow up on the CPA money to the Wing School developers. Mr. Dunham said that this is all covered in the land development agreement. The initial $2 million is for site preparation. Additionally, there are approximately $250,000 increments associated with each phase, once occupancy permits have been issued. The Town is protected, as no money will be distributed until the work is finished.

Mr. Hoctor inquired about a definitive date for the Section 111 study. Mr. Dunham said that there is going to be a conference call meeting on Thursday; he, Heather, Dave De Conto, and Kirk Bosma will be in on the conference call. The North Atlantic Division needs to give its approval of the preferred options. Once that is done, they have 60 days to complete the report. After that Mike Riccio has offered to come to a Selectmen meeting to answer questions and meet with people on Town Neck about any easement issues.

Mr. Miller asked whether the two parcels identified for the solar project satisfied the Commission. Mr. Dunham responded that when the project lease expires, after about 25 years, the structures will come down and the on-site parcels will become meadowlands and returned to the Town for conservation. The Town will get rent from the solar project.

Mr. Hoctor had a question about the solar project at the High School. Ms. Harper said applications have been submitted to the State. Mr. Dunham said the parking lot needed to be done first and costs to do that are coming in quite high. Mr. Holden asked about the application and who makes the decision whether it will be behind the meter or ahead of the meter. The utility company, Eversource will make that decision, but the Town has requested it be behind the meter.

CORRESPONDENCE/STATEMENTS/ANNOUNCEMENT

M. Miller said there have been complaints about the construction at 420 Quaker Meetinghouse Rd. Mr. Dunham said the building inspector has been out and the owners have been informed that the property cannot be turned into a construction yard.

Mr. Holden said he attended the opening session of the Junior Citizens Police Academy. Parents were there for the presentation as well. Additionally, Selectmen received a letter from Mr. Darling that he would like his proposal mentioned.

Mr. Miller said that John Drew from Phillips Rd. has renewed his concerns that the area is being over developed in his opinion. All permits that have been given are within regulations and by-laws.

Mr. Dunham reported that Mr. Darling had met with Ed Childs and a member of the Board of Assessors. They are looking at state parameters about what would be allowed. They are looking at lowering the eligibility bar, which would make more people eligible, and possibly increasing the maximum amount they can receive from $500 to $1,000. This could be put on the Annual Town Meeting Warrant and would take effect the following fiscal year if approved. More money might have to be put in the overlay account. Estimates will be coming.
STAFF MEETING

Joint Meeting with the Library Board of Trustees: Mr. Mark Wiklund, Chairman of the Library Board of Trustees, requested approval of an appointment of Robert Thompson to fill a 2-month vacancy on the Board. Mr. Wiklund says Mr. Thompson brings excellent communication skills as a former reporter for the Washington Post. He is articulate and a good listener. He has also taken out papers to be elected to the Board. Mr. George moved to appoint Robert Thompson to fill the 2-month vacancy left by Ann Shea. Seconded by Mr. Hoctor. Approved unanimously by roll call vote of members of both Boards.

OLD BUSINESS

FY’21 Budget Update and Issues:
- Ed Childs has advised an increase to the overlay account from $500,000 to $550,000 to address increased Veterans’ needs. This will be reflected on next week’s summary.
- The other issue is how to address financing the proposed costs that come in via the bids for 100 Rte 6A. How the money will be found will depend on the bid amounts.
- The Charter states that the Selectmen have to recommend a budget by March 1, but the figures might change and require it to come back to the Selectmen. Mr. Dunham asked whether the Board wanted to approve the general government piece, if still considering the School budget. Mr. Miller expressed concerns about the school budget. He thought that they were going to come back with parameters. Mr. Dunham asked about answers to what would happen at various parameters, which Selectmen have received. Mr. Miller feels as though the budget has to reflect the upcoming “big picture”, not just for this year and thinks this budget should be the beginning of the process. His initial thought was to direct Dr. Gould to come in with a budget percentage that matches the general government increase, which is now 3% and see what the effect would be. He also questioned how to handle the Chapter 70 money. Mr. George asked if the Finance Committee had come up with any recommendation; Mr. Dunham said no. Mr. Hoctor suggested having a joint meeting with the Finance Committee and School Committee and ask Dr. Gould to come in with budget consequences on staffing and other parts of the budget according to quarter percent increments. Mr. Miller suggests that Dr. Gould has a little flexibility between some of the various parameters, but wants to know what is really needed without greatly decreasing educational quality. Mr. Dunham explained that his proposed budget for the schools has a 3.75% increase, with the local contribution taking into account a level funded Chapter 70 amount. If the final amount is more than that, then the actual local contribution would decrease; Dr. Gould supports that plan. Mr. Holden thinks the budget should be reasonable and enough so as not to hurt the schools. The chart at 3% represents a loss of 10 jobs, which is a deep cut. Mr. George asked if there is enough time for a joint meeting. Mr. Dunham said yes and he will investigate it. Consensus was to wait until next week to approve the general government budget.

Warrant: Mr. Dunham reviewed the warrant articles. He explained that the Finance Committee did not have a recommendation on Article 1 because they wanted to see the bids first, so the warrant will go in without their recommendation. Also, he heard from the group health insurance group that they are
planning to release the refund check next week; 25% will go into the public employee fund and the remainder into the health insurance budget. The auditor said this could just be done, but Mr. Dunham believes the state would view a positive Town Meeting vote more favorably.

**Meeting Schedule:** Mr. Dunham recommended not having a meeting on 3/12 and have a meeting on 3/19 because of the delay in opening the bids. There will be a meeting on March 26, and recommended no meeting on April 23.

**Other Matters not Reasonable Anticipated:** Mr. George brought up the subject of reconstituting the substance abuse prevention committee, which has not met since 2017. The Town has received a grant through the Massachusetts Healing Communities Group out of Boston Medical Center, which had identified areas of risk, Bourne and Sandwich being two. Ms. Harper has been in preliminary discussions with an informal community group from Bourne and Sandwich about forming a non-appointed committee, which would be connected with service providers. The Community Health Center in Mashpee would provide the services and the monitoring. There is an upcoming meeting of this group. Bourne has expressed interest in Sandwich joining them. She will report back. Mr. George stated he had contacted some of the former members of the Sandwich committee and they are interested in starting up again. He would like Sandwich to have its own committee. Interested people should complete and submit the Volunteer Interest form.

Mr. Hoctor asked about the status of the medical marijuana operation. Mr. Dunham said they need to receive a special permit from the ZBA and, as far as he knows, they have not yet done so. He will contact Mr. Noble for any more information. It appears the Cannabis Commission is backlogged.

**NEW BUSINESS**

**Appointment:** The Historical Commission is recommending the appointment of Maria Nye to serve as an alternate member. **Mr. Hoctor moved to approve the appointment of Maria Nye as an alternate member to the Historical Commission. Seconded by Mr. Hoctor. Approved unanimously.**

**Warrants:** Vendor and payroll warrants were signed. No problems noted.

**Other Matters not Reasonably Anticipated:**

- Mr. Miller asked about how the spending on the road bond was going. Mr. Dunham responded that $4 million of the $8 million had been bonded and that the rest would be bonded when the bond for the larger projects is done. A lot of work on roads and drainage projects has been done; the large drainage projects are very expensive. Mr. Hoctor asked whether the Town is using the right kind of estimators for projects, as final figures seem to consistently be higher than what is estimated. Mr. Dunham responded that initial estimates are based on plans and the actual work is higher. This is true for drainage projects; some are too large to do in-house. Sam Jensen has brought in many grants that have helped with the drainage work and saved the Town a lot of money, which will extend the value of the road bond. An interesting fact is that drainage projects near a water body can be paid for from the WIIF. A possible article for the Annual Town Meeting is to request authorization to borrow for drainage projects at Shawme Pond and planning for sewer infrastructure, which would be paid for from the WIIF. Actual spending cannot be authorized until there is money in the WIIF account.
• The Town, EPA, DEP, and the Buzzards Bay coalition have met about the JBCC wastewater; officials from Washington will be coming up the second week in March to meet with the interested people. Mr. George asked about the status of the proposed project on Rte. 130; the owners owe back taxes, so there is no progress on that.

PUBLIC FORUM

None.

CLOSING REMARKS

None.

ADJOURNMENT

Mr. Holden moved that the Board go into executive session in accordance with Massachusetts General Law c. 30A §21(a) because the Chair declares that having an open session may have a detrimental effect upon the Town’s bargaining, litigating, or negotiating position, as applicable: **Purpose #7:** Review, potential approval, and potential release of executive session meeting minutes: 6/6/19, 10/3/19, 11/7/19, 11/21/19. **Purpose #6** Disposition of real property – 85 Rte. 130. Seconded by Mr. Hoctor. Approved unanimously by roll call vote.

Time: 8:03 PM

Respectfully submitted,

Kathleen Coggeshall

Supporting Documents:

1. Email from Mark Wiklund re: Application to join the Sandwich Public Library Board of Trustees (2 pages)
2. FY21 Budget Projected General Fund Revenues and Expenses FY21
3. FY21 General Fund Operating Budget Totals
4. FY21 Recommended General Government Budget
5. FY21 Capital Budget – Final Recommendation
6. MGL Chapter 41 Section 11
7. Special Town Meeting Warrant – Monday, March 23, 2020 (9 pages)
8. Board of Selectmen’s Meeting Schedule
9. Request for new SHC Member – Maria Nye