



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4492
Telephone (508) 398-2231 Ext. 1271, Fax (508) 398-2365

BOARD OF
SELECTMEN

TOWN
ADMINISTRATOR
Daniel M. Knapik

PUBLIC MEETING

Per Massachusetts General Law: All town and school boards, committee, and authorities shall post a notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays, and legal holidays. Notice shall contain a listing of topics/agenda that the chair reasonably anticipates will be discussed at the meeting. As required by Open Meeting Law and Mass. General Law, we are informing you that this meeting will be video and audio recorded, as well as rebroadcast. Anyone intending to video or audio tape this meeting is required to inform the Chair.

Board of Selectmen Meeting May 19, 2020 ~ 6:00 PM Yarmouth Town Hall Hearing Room 1146 Rt. 28, South Yarmouth, MA 02664

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NOTE: THIS IS A REMOTE PARTICIPATION MEETING

Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. 30A, § 18, and the Governor's March 15, 2020, Order imposing a limitation on the number of people that may gather in one location, this meeting will be conducted via remote participation. Specific information such as instructions and guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town website at www.yarmouth.ma.us. For the public portion of this meeting, members of the public who wish to watch/listen and participate in the meeting may do so in the following manner:

1. Watch a live stream on Yarmouth's YouTube Channel located at the following link:
<https://www.youtube.com/channel/UCgQ1QFZevmoqW5Mz2PnWKpA/>
2. Join the meeting hosted in Zoom by using the following link:
<https://us02web.zoom.us/j/88261575190>
3. Audio, video and screen sharing functions will be disabled during the public session. Request to participate by using the "raise hand" function. (meeting ID: 882 6157 5190)
4. You may also listen to the meeting by calling in on a phone to either 1-253-215-8782 or 1-301-715-8592 and enter the meeting ID: 882 6157 5190. Audio, video and screen sharing functions will be disabled. Smart phone callers may be able to participate by using the "raise hand" function. Land line callers will be able to listen, but not participate verbally. All callers, or viewers may participate and provide public comment by using a designated email indicated below.
5. You may submit comments to the Town using the following email: publiccomment@yarmouth.ma.us This email will be monitored by a moderator who will alert the Board Chair of relevant comments.
6. Meeting materials are attached to this agenda, available online at yarmouth.ma.us/Agenda Center, and will be displayed at the online meeting. It is recommended that phone participants access materials in advance of the meeting.
7. Please follow the following general instructions:
 - a. Keep your phone muted at all times when not talking;
 - b. Do not use speakerphone;
 - c. Do not use Bluetooth devices;
 - d. Mute all background noise;
 - e. Mute the livestream feed and use only the telephone audio;
 - f. Please do not speak until the chair or the meeting moderator asks for public comments or questions.

No in-person attendance of members of the public will be permitted. The measures stated above follow the emergency order of the Governor for remote participation. Meetings will be broadcast on Channel 18 as soon as possible after the close of the meeting.



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Board of Selectmen Meeting
May 19, 2020 ~ 6:00 PM
Yarmouth Town Hall Hearing Room
1146 Rt. 28, South Yarmouth, MA 02664

YARMOUTH TOWN CLERK

20MAY15PM2:12 REC

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Meeting Agenda *(all times are approximate)*

5:00 PM

Executive Session: The Yarmouth Board of Selectmen will enter into executive session pursuant to MGL c. 30A, s. 21(a) (3) to discuss collective bargaining strategies.

This session will be conducted via a separate Zoom meeting. The meeting will be audio and video recorded for the purposes of a roll call vote. Once the roll call is taken, the recording will stop and the meeting will continue with a conference call. A recording of the vote to enter executive session will be broadcast on Channel 18 and YouTube as soon as possible. Minutes of the Executive Session will be made available as soon as authorized by subsequent vote to approve by the Board of Selectmen.

6:00 PM

Public Comments

The open meeting law discourages public bodies from discussing topics not listed on the agenda. The public should therefore not expect the Board to respond to questions or statements made during the Public Comment portion of the meeting.

6:15 PM

Public Hearing: Alteration of Premise for Tugboats

6:45 PM

DY New Middle School Presentation

7:30 PM

Golf BAN Rollover (Vote)

7:45 PM

COVID-19 Updates

1. FY20 Budget Impact
2. FY21 Budget Impact
3. Department Return to Work Plans
 - a. Beach Access Plan (Vote)
 - b. Public Facilities (Possible Vote)
 - i. Yarmouth Fire Department Return to Work Plan
4. Proposed ATM Warrant (Possible Vote)
5. Status of Town Events/Use of Town Property
6. Regulatory Relief for Businesses
7. Disposal Sticker Update
8. Annual Town Election Update

8:45 PM

Town Legal Counsel

9:00 PM

Board and Committee Actions

1. Approval of Minutes for December 10, 2019
2. Projected 2020 Agenda Items
3. Individual Items

9:15 PM

Town Administrator Items

1. Town Administrator Updates
2. Water Resources Planning

9:30 PM

Adjourn

AGENDA PACKET
Board of Selectmen
May 12, 2020

- Alteration of Premise Information Packet for Tugboats
- DY Intermediate Middle School Project Update Presentation
- May 14, 2020 Memo from Ed Sentio, Finance Director, regarding Golf Bond Anticipation Note – Borrowing Options
- FY2021 Operating Budget Overview, May 2020 Update for Covid-19 Adjustments
- Yarmouth Fire Department Return to Work Plan
- 2020 Annual Town Meeting Warrant (Draft)
- May 15, 2020 Memo and Chart from Karen Greene, Director of Community Development and Patricia Armstrong, Director of Community Services, regarding Upcoming Events
- May 14, 2020 Memo from Karen Green, Director of Community Development and Kathy Williams, Town Planner, regarding Regulatory Relief for Businesses
- May 15, 2020 Memo from Roby Whitehouse, Waste Management Superintendent, regarding Disposal Sticker Extension Guidance
- May 14, 2020 Memo from Phil Gaudet, Town Clerk, regarding Advertisement Strategy – Absentee Ballots
- BOS Meeting Minutes for December 10, 2019 (Draft)
- 2020 BOS Upcoming Agenda Items Schedule

INFORMATION PACKET
Board of Selectmen
May 12, 2020

- Proclamation – National Public Works Week
- National Grid FAQs regarding Gas Main Replacements
- National Grid Notification Letters regarding Gas Main Replacements on Samoset Road, Marion Road and Braun Road



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BOARD OF
SELECTMEN

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April 30, 2020

The Register

Please advertise the following as a Legal Ad in your newspaper on May 7, 2020.

TOWN OF YARMOUTH BOARD OF SELECTMEN HEARING LIQUOR LICENSE ALTERATION OF PREMISE

The Yarmouth Board of Selectmen, acting as the local licensing authority, has received an application for an alteration of premise from The Harbour Club, Inc. dba Tugboats, 21 Arlington Street, West Yarmouth, Ma., Wayne Kurker, manager. The Harbour Club, Inc proposes to construct a service bar with six (6) seats to replace six (6) seats at tables in the dining room.

Hearing will be held remotely on Tuesday, May 19, 2020 at Town Hall, 1146 Route 28, South Yarmouth. The Selectmen's meeting begins at 6:00pm.

Written comments will be accepted until 4:30 pm, Friday, May 15, 2020 in the Selectmen's office at Town Hall via the drop box or can be submitted electronically to: publiccomment@yarmouth.ma.us. Please see the posted agenda on the Town website 48 hours prior to the meeting for further instructions on electronic participation.

Please bill the applicant for the ad:

The Harbour Club, Inc.
21 Arlington Street
West Yarmouth, Ma. 02673
508-775-6433
wk@hyannismarina.com

YARMOUTH/SEL/TUGBOATS
LEGAL NOTICE
TOWN OF YARMOUTH
BOARD OF SELECTMEN
HEARING
LIQUOR LICENSE
ALTERATION OF PREMISE

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AD#13887733
The Register 5/7/20



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

AMENDMENT-Change or Alteration of Premises Information

Change of Location

- Chg of Location/Alteration of Premises Application
- Financial Statement
- Vote of the Entity
- Supporting financial records
- Legal Right to Occupy
- Floor Plan
- Abutter's Notification
- Advertisement

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1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
The Harbour Club, Inc.	Yarmouth	00004-RS-1518

Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary.

The licensee petitions the licensing authority to amend the license to alter licensed premises by removing table seating and adding a service bar in a dining room

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Steven J. Pizzuti	Attorney	steven@pizzutimazzeo.com	508-771-1911

2. ALTERATION OF PREMISES

2A. DESCRIPTION OF ALTERATIONS

Please summarize the details of the alterations and highlight any specific changes from the last-approved premises.

Replace existing table seating for six (6) in interior dining room with a service bar with six (6) bar seats as shown floor plan. All other areas within the licensed premises shall remain the same.

2B. PROPOSED DESCRIPTION OF PREMISES

Please provide a complete description of the proposed premises, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

First Floor: 2 dining rooms with 105 table seats; service bar with 6 bar seats; porch with 46 table seats; Exterior deck area with 104 seats; exterior deck waiting area; storage closet and men's and women's restroom; Upper Floor: lounge with (14) table seats; (18) bar seats and (31) standees; Basement: 1 liquor storage room.

Total Sq. Footage	4705	Seating Capacity	324	Occupancy Number	324
Number of Entrances	3	Number of Exits	3	Number of Floors	2



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Entity Name	Municipality	ABCC License Number
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AMENDMENT-Change or Alteration of Premises Information

3. CHANGE OF LOCATION

3A. PREMISES LOCATION

Last-Approved Street Address	<input type="text" value="n/a"/>
Proposed Street Address	<input type="text"/>

3B. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

<input type="text" value="n/a"/>					
Total Sq. Footage	<input type="text"/>	Seating Capacity	<input type="text"/>	Occupancy Number	<input type="text"/>
Number of Entrances	<input type="text"/>	Number of Exits	<input type="text"/>	Number of Floors	<input type="text"/>

3C. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises. (E.g. Deed, lease, letter of intent)

Please indicate by what means the applicant has to occupy the premises

		<input type="text"/>
Landlord Name	<input type="text" value="n/a"/>	
Landlord Phone	<input type="text"/>	Landlord Email <input type="text"/>
Landlord Address	<input type="text"/>	
Lease Beginning Date	<input type="text"/>	Rent per Month <input type="text"/>
Lease Ending Date	<input type="text"/>	Rent per Year <input type="text"/>
Will the Landlord receive revenue based on percentage of alcohol sales?		<input type="radio"/> Yes <input type="radio"/> No

4. FINANCIAL DISCLOSURE

Associated Cost(s): (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):

Associated Cost(s):

\$2,000.00 renovation/construction

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Harbour Club, Inc.	\$2,000.00
Total	\$2,000

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

APPLICANT'S STATEMENT

I, Wayne G. Kurker the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory

of The Harbour Club, Inc.
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: *Wayne Kurker*

Date: 4/22/2020

Title: President

COMMERCIAL LEASE

1. Wayne Kurker, Trustee of **Hyannis Marine Service Realty Trust** of 21 Arlington Street, Hyannis, MA 02601, LESSOR, which expression shall include its heirs, successors, and assigns where the context so admits, does hereby lease to **The Harbour Club, Inc.**, LESSEE, which expression shall include his successors, executors, administrators, and assigns where the context so admits; and

2. The LESSEE hereby leases the following described premises:

The restaurant known as "Tugboats" ("Business") located in a building situated on Lot A on Land Court Plan No. 17344-B with the right to use in common with the Lessor the designated parking area to the northeast of the building located on said Lot A and B on said plan. Said restaurant is more particularly described in the Common Victualer's Alcoholic Beverages License dated April 1, 2019.

3. The term of this lease shall be for **FIVE (5) YEARS**, commencing on January 1, 2020 and ending mid-night on December 31, 2024.

4. The LESSEE shall pay rent to the LESSOR the following:

a. twelve (12%) percent of the gross income generated from the Business; however, in any case, the LESSEE guarantees that the LESSOR shall pay a minimum of One Hundred Seventy-Five Thousand (\$175,000.00) Dollars per year. For the purpose of this computation, "gross income" shall not include gratuities and meals tax payments, discount promotional and complimentary charges authorized by LESSOR or complimentary charges by LESSEE. Unless otherwise specified by LESSOR, on the fifteenth day of each month after May of each calendar year, the LESSEE shall pay that portion of the gross income (12%) from the previous month to which LESSEE is entitled., in accordance with the percentages set forth in subsection (a) hereof; provided, however, that the LESSEE shall be entitled to a credit representing a return of money expended on items approved by LESSOR. in writing, until such expenditure is repaid in full.

~~b. cost of property, casualty and liability insurance, and~~

~~c. cost of mortgage payments including principal and interest, and~~

~~d. cost of real estate and personal property taxes as well as all other municipal liens and betterments, if any.~~

The rent specified in paragraphs 4(b) through (d) shall be payable within seven (7) days of LESSEE's receipt of invoices for the above-stated expenses.

5. The LESSOR shall not require the LESSEE to pay a security deposit.
6. (a) The LESSEE shall pay, as **they become due, all bills for electricity and other utilities** (whether they are used for furnishing heat or other purposes) that are furnished to the leased premises and presently separately metered, and all bills for fuel furnished to a separate tank servicing the leased premises exclusively AS WELL as all real estate and personal property taxes associated with the demised premises.
- (b) The LESSEE further agrees to pay all costs of **maintenance and upkeep** of the buildings and furnishings which shall included any necessary capital improvements so as to maintain the premises in the condition that it is in on the first day of the tenancy, reasonable wear and tear excluded.
- (c) The LESSEE shall during the tenancy also pay **all premiums for fire and casualty insurance** associated currently with the property. The LESSEE shall maintain with respect to the leased premises and the property of which the leased premises are a part comprehensive public liability insurance in the amount of ONE MILLION dollars with property damage insurance in limits as currently exists in responsible companies qualified to do business in Massachusetts and in good standing therein insuring the LESSOR, as well as LESSEE against injury to persons or damage to property as provided. THE LESSEE shall deposit with the LESSOR certificates for such insurance at or prior to the commencement of the term, and thereafter within thirty (30) days prior to the expiration of any such policies. All such insurance certificates shall provide that such policies shall not be canceled without at least ten (10) days prior written notice to each insured named therein including the LESSOR.
- (d) The LESSOR shall have **no obligation to provide utilities or equipment** other than the utilities and equipment within the premises as of the commencement date of this lease. In the event LESSEE required additional utilities or equipment, the installation and maintenance thereof shall be the LESSEE's sole obligation, provided that such installation shall be subject to the written consent of the LESSOR.
- (e) The LESSEE shall at his expense **provide snow removal** (if open during winter months) and maintain the lawn and grounds.
7. The LESSEE acknowledges that no trade or **occupation shall be conducted** in the leased premises or use made thereof which will be unlawful, improper, noisy or offensive or contrary to any law or any municipal by-law or ordinance in force in the city or town in which the premises are situated.
8. The LESSEE shall not permit any use of the leased premises which will make **voidable any insurance** on the property of which the leased premises are a part or on the contents of said property or which shall be contrary to any law or regulation from time to time established by the New England Fire Insurance Rating Association, or any similarly body succeeding to its powers. The LESSEE shall on demand reimburse the LESSOR, and all other tenants, all extra insurance

premises caused by the LESSEE's use of the premises.

9. The LESSEE agrees to **maintain the** leased premises in good condition, damage by fire and other casualty only excepted, and whenever necessary, to replace plate glass and other glass therein, acknowledging that the leased premises are now in good order and the glass whole. The LESSEE shall not permit the leased premises to be overloaded, damaged, stripped, or defaced, nor suffer any waste. LESSEE shall obtain written consent of LESSOR before erecting any sign on the premises.

10. The LESSEE shall not make **structural alterations** or additions to the leased premises; but, may make non-structural alterations provided the LESSOR consents thereto in writing, which consent shall not be unreasonably withheld or delayed. All such allowed alterations shall be at LESSEE's expense and shall be in quality at least equal to the present construction. LESSEE shall not permit any mechanics' liens, or similar liens, to remain upon the leased premises for labor and material furnished to LESSEE or claimed to have been furnished to LESSEE in connection with work of any character performed or claimed to have been performed at the direction of LESSEE and shall cause any such lien to be released of record forthwith without cost to LESSOR. Any alterations or improvements made by the LESSEE shall become the property of the LESSOR at the termination of occupancy as provided herein.

11. The LESSEE shall **not assign or sublet the whole** or any part of the leased premises without LESSOR's prior written consent. Notwithstanding such consent, LESSEE shall remain liable to LESSOR for the payment of all rent and for the full performance of the covenants and conditions of this lease.

12. This lease shall be subject and **subordinate to any and all mortgages**, deeds of trust and other instruments in the nature of a mortgage, now or at any time hereafter, on the property of which the leased premises are a part and the LESSEE shall, when requested, promptly execute and deliver such written instruments as shall be necessary to show the subordination of this lease to said mortgages, deeds of trust or other such instruments in the nature of a mortgage. The LESSOR hereby notifies the LESSEE that it is in the process of securing a refinance of the lease premises and such an instrument of subordination might be required by the LESSOR'S lender.

13. The LESSOR or agents of the LESSOR may, at reasonable times, **enter to view** the leased premises and may remove placards and signs not approved and affixed as herein provided, and make repairs and alterations as LESSOR should elect to do and may show the leased premises to others, and at any time within three (3) months before the expiration of the term, may affix to any suitable part of the leased premises a notice for letting or selling the leased premises or property of which the leased premises are a part and keep the same so affixed without hindrance or molestation.

14. The LESSEE shall save the LESSOR harmless **from all loss and damage** occasioned by the use or **escape of water** or by the bursting of pipes, as well as from any claim or damage resulting from neglect in not **removing snow and ice** from the roof of the building or from the sidewalks, bordering upon the premises so leased, or by any **nuisance** made or suffered on the leased premises, unless such loss is caused by the neglect of the LESSOR. The removal of snow and ice from the

sidewalks bordering upon the leased premises shall be the LESSEES responsibility.

15. Should a substantial portion of the leased premises, or of the property of which they are a part, be substantially **damaged by fire or other casualty**, or be taken by eminent domain, the **LESSOR may elect to terminate this lease**. When such fire, casualty, or taking renders the leased premises substantially unsuitable for their intended use, a just and proportionate abatement of rent shall be made, the LESSEE may elect to terminate this lease if:

- (a) the LESSOR fails to give written notice within thirty (30) days of intention to restore leased premises, or
- (b) the LESSOR fails to restore the leased premises to a condition substantially suitable for their intended use within **ninety (90) days** of said fire, casualty or taking.

The LESSOR reserves, the LESSEE grants to the LESSOR, all rights which the LESSEE may have for damages or injury to the leased premises for any taking by eminent domain, except for damage to the LESSEE's fixtures, property or equipment.

16. In the event that:

- a. the LESSEE shall default in the payment of any installment of rent or other sum herein specified and such default shall continue for ten (10) days after written notice thereof; or
- b. The LESSEE shall default in the observance or performance of any other of the LESSEE's covenants, agreements, or obligations hereunder and such default shall not be corrected within thirty (30) days after written notice thereof; or
- c. The LESSEE shall be declared **bankrupt** or insolvent according to law, or, if any assignment shall be made of LESSEE's property for the benefit of creditors;

then the LESSOR shall have the right thereafter, while such default **continues, to re-enter and take complete possession** of the leased premises, to declare the term of this lease ended, and remove the LESSEE's effects, without prejudice to any remedies which might be otherwise used for arrears of rent or other default. The LESSEE shall indemnify the LESSOR against all loss of rent and other payment which the LESSOR may incur by reason of such termination during the residue of the term.

IF the LESSEE shall default, after reasonable notice thereof, if the observance or performance of any conditions or covenants on LESSEE's part to be observed or performed under or by virtue of any of the provisions in any article of this lease, the LESSOR, without being under any obligation to do so and without thereby waiving such default, may remedy such default for the account and at the expense of the LESSEE. IF the LESSOR makes any expenditures or incurs any obligations for the payment of money in connection therewith, including but not limited to, reasonable attorney's fees in the payment of money in connection therewith, including but not limited, to, reasonable attorney's fees in instituting, prosecuting or demanding any action or proceeding, such sums paid or obligations incurred, with interest at the rate of eighteen percent (18%) per cent per annum and costs, shall be paid to the LESSOR by the LESSEE as additional rent.

17. **Any notice from the LESSOR to the LESSEE relating to the leased premises or to**

the occupancy thereof, shall be deemed duly served, if left at the leased premises addressed to the LESSEE, or if mailed to the leased premises, by general, registered or certified mail, return receipt requested, postage prepaid, addressed to the LESSEE or by email. Any notice from the LESSEE to the LESSOR relating to the leased premises or to the occupancy thereof, shall be deemed duly served, if mailed to the LESSOR by registered or certified mail, return receipt requested, postage prepaid, addressed to the LESSOR at such address or by email as the LESSOR may from time to time advise in writing. All rent notices shall be paid and sent to the LESSOR at 1 Willow Street, Hyannis, MA 02601.

18. The LESSEE shall at the expiration or other termination of this lease remove all LESSEE's goods and effects from the leased premises (including, without hereby limiting the generality of the foregoing, all signs and lettering affixed or painted by the LESSEE, either inside or outside the leased premises). LESSEE shall deliver to the LESSOR the leased premises and all keys locks thereto and other fixtures connected therewith and all alterations and additions made to or upon the leases premises, in good condition, damage by fire or other casualty only excepted. In the event of the LESSEE's failure to remove any of the LESSEE's property from the premises, LESSOR is hereby authorized, without liability to LESSEE for loss or damage thereto, and at the sole risk of LESSEE, to remove and store any of the property at LESSEE's expense or to retain same under LESSOR's control or to sell at public or private sale, without notice any or all of the property not so removed and to apply the net proceeds of such sale to the payment of any sum due hereunder, or to destroy such property.

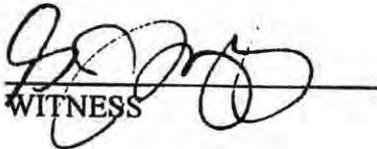
19. There is **no Real Estate Broker** involved in this transaction.

20. It is also understood and agreed that the **LESSOR may include in this lease certain furniture, fixtures and equipment**. In the event that furniture, fixtures and equipment owned by the LESSOR is used by the LESSEE, then the same shall be returned at the expiration of the term of this lease in the same condition said furniture, fixtures and equipment is in at the commencement of the lease, reasonable wear and tear, excluded.

21. This Lease **shall automatically renew** under the same terms and conditions for an **additional five (5) year term** ending December 31, 2029 unless the LESSEE gives the LESSOR at least thirty (30) days written notice of termination.

IN WITNESS WHEREOF, the said parties hereunto set their hands and seals this 7th day of February 2020.

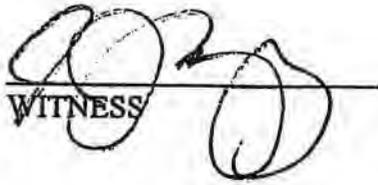
(LESSOR)


WITNESS

Hyannis Marine Service Realty Trust
by:

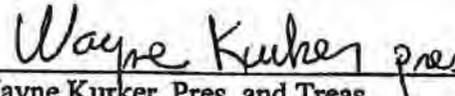

Wayne Kurker, Trustee

(LESSEE)


WITNESS

Harbour Club, Inc.

by:


Wayne Kurker, Pres. and Treas.

00447-Kurker/Tugboats

Tugboats Restaurant at Hyannis Marina 3-2015

11 Arlington St, Yarmouth, Ma. 02673

Proposed replacing existing Bar with Table seating

*Replace short windows and bar access door with tall windows

*Relocate bathroom hall opening

Proposed Change to Occupancy

No change to occupancy persons

Existing Approved Occupancy (former Pub area)

Seating 24

Standing 30

Total 54 persons

Proposed Dining Area Occupancy

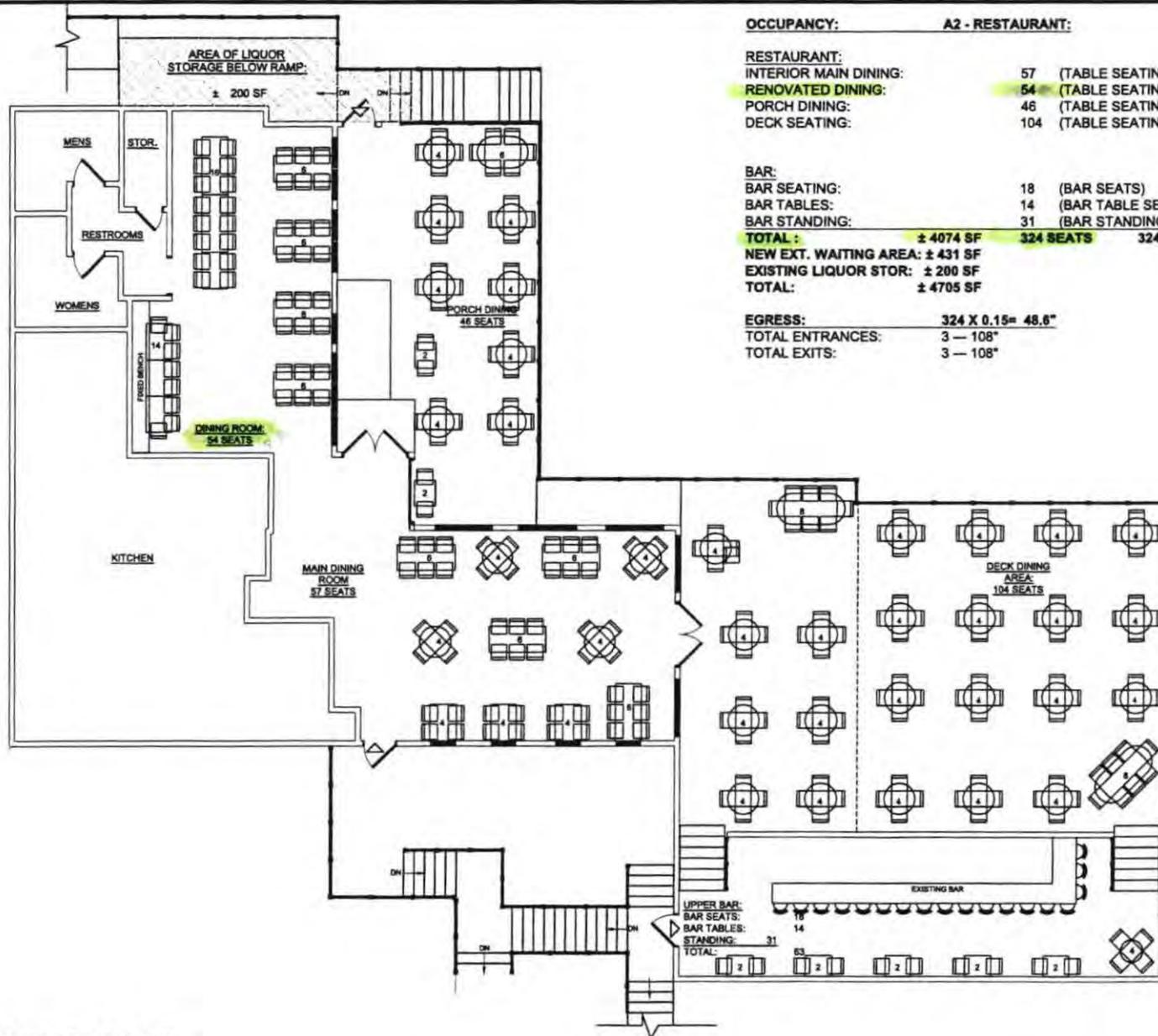
Seating 54

Total 55 persons (former Pub area)

No change to occupancy

Total Presently Permitted 324

Total Proposed 324



OCCUPANCY: A2 - RESTAURANT:

RESTAURANT:		
INTERIOR MAIN DINING:	57	(TABLE SEATING)
RENOVATED DINING:	54	(TABLE SEATING)
PORCH DINING:	46	(TABLE SEATING)
DECK SEATING:	104	(TABLE SEATING)
BAR:		
BAR SEATING:	18	(BAR SEATS)
BAR TABLES:	14	(BAR TABLE SEATS)
BAR STANDING:	31	(BAR STANDING)
TOTAL :	± 4074 SF	324 SEATS 324 OCCUPANTS
NEW EXT. WAITING AREA:	± 431 SF	
EXISTING LIQUOR STOR:	± 200 SF	
TOTAL:	± 4705 SF	

EGRESS:	324 X 0.15= 48.6"
TOTAL ENTRANCES:	3 — 108"
TOTAL EXITS:	3 — 108"

1 SECOND FLOOR PLAN
EX1 1"=10'-0"

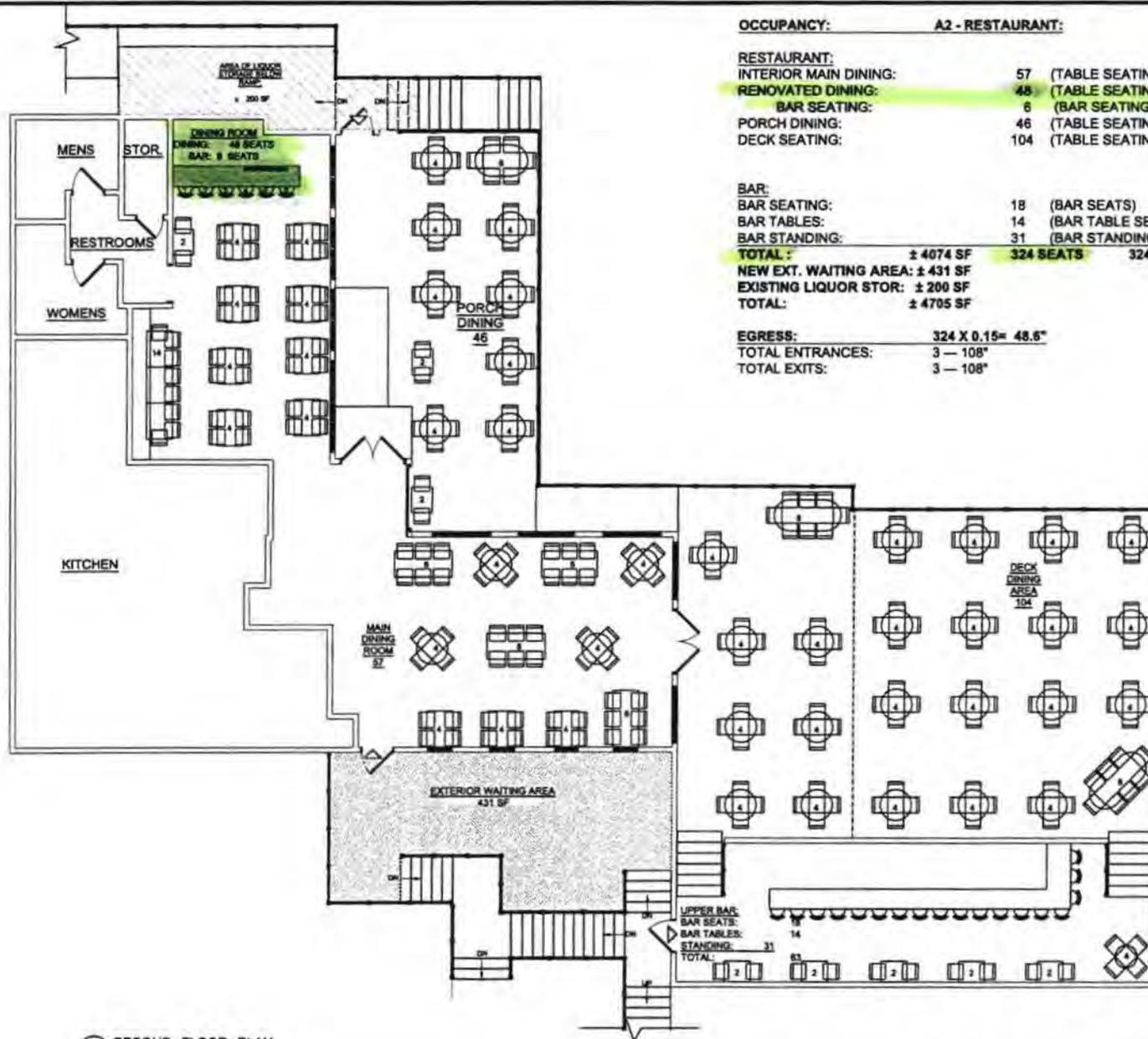
EXISTING CONDITIONS FOR:
TUGBOATS RESTAURANT
11 ARLINTON STREET
YARMOUTH MA

TITLE:
EXISTING SEATING

A3 architects, inc
Residential Commercial Net Zero
631 Main Street
Dennis, MA 01926
508.654.7807 phone
www.a3architects.com

Date:
EXISTING 04.01.2020
PROPOSED 04.22.2020

EX1
EXISTING



OCCUPANCY: A2 - RESTAURANT:

RESTAURANT:
 INTERIOR MAIN DINING: 57 (TABLE SEATING)
 RENOVATED DINING: 48 (TABLE SEATING)
 BAR SEATING: 6 (BAR SEATING)
 PORCH DINING: 46 (TABLE SEATING)
 DECK SEATING: 104 (TABLE SEATING)

BAR:
 BAR SEATING: 18 (BAR SEATS)
 BAR TABLES: 14 (BAR TABLE SEATS)
 BAR STANDING: 31 (BAR STANDING)
TOTAL: ± 4074 SF 324 SEATS 324 OCCUPANTS
 NEW EXT. WAITING AREA: ± 431 SF
 EXISTING LIQUOR STOR: ± 200 SF
 TOTAL: ± 4705 SF

EGRESS: 324 X 0.15 = 48.6"
 TOTAL ENTRANCES: 3 - 108"
 TOTAL EXITS: 3 - 108"

1 SECOND FLOOR PLAN
 A1 17-19-20

EXISTING CONDITIONS FOR:
 TUGBOATS RESTAURANT
 11 ARLINGTON STREET
 YARMOUTH MA

TITLE:
 PROPOSED SEATING

831 Main Street
 Yarmouth, MA 02088
 508-941-1989 phone
 www.a3architects.com

A3 architects, inc
 Residential Commercial Net Zero

THIS IS A PRELIMINARY DRAWING. THE ARCHITECT ASSUMES NO LIABILITY FOR THE RESULTS OF THE PROJECT BY THE USE OF THIS DRAWING.
 TO BE USED WITHOUT WRITTEN CONSENT OF THE ARCHITECT & © ARCHITECT INC 2020

Date:
 EXISTING 04.01.2020
 PROPOSED 04.22.2020

A1
 PROPOSED



TOWN OF YARMOUTH

BOARD OF ASSESSORS

1146 Route 28 South Yarmouth MASSACHUSETTS 02664-4492
Telephone (508) 398-2231, Ext. 1222 - Fax (508) 398-2365

DIRECTOR OF ASSESSING
Andy Machado

ASSESSORS CERTIFICATION FOR ABUTTERS LIST

Date: 4/15/20

Subject Name: Tugboats Map # 28

Subject Address: 21 Arlington ST. Lot # 17

To Whom It May Concern,

This is to certify that the attached list is a complete list of abutters within the required radius of the subject lot.

List of direct abutters
 List within 100' radius
 Other _____

_____ Number of labels
_____ Number of hard copies

Respectfully,

Andy Machado
Director of Assessing

Please list the date needed by: 4/30/20

emailed to Dave 4/15

28/ 13/ / /
LEWIS JOSEPH H TRS
LEWIS DOROTHY A TRS
P O BOX 1768
SALEM , NH 03079

28/ 9/ / /
KURKER WAYNE TR
FIFTEEN RAILWAY BLUFFS RLTY TRUS
21 ARLINGTON ST
HYANNIS , MA 02601

28/ 17/ / /
KURKER WAYNE TR
HYANNIS MARINE SERVICE RLTY TRUS
21 ARLINGTON ST
HYANNIS , MA 02601

Please use this signature to certify this list of properties
directly abutting the parcel located at:

21 Arlington St., West Yarmouth, MA 02673

Assessors Map 28, Lot 17

Andy Machado
Andy Machado, Director of Assessing



TOWN OF YARMOUTH

1146 Route 28 South Yarmouth MASSACHUSETTS 02664-4492
Telephone (508) 398-2231, Ext. 268 - Fax (508) 398-0836

Alcohol License Alteration of Premise

April 23, 2020

APPLICATION FOR: The Harbour Club, Inc. dba Tugboats

NAME OF APPLICANT: Wayne Kurker

Contact person: same Atty. Steven Pizzuti 508-771-1911
steven@pizzutimazzeo.com

ADDRESS: 21 Arlington Street

Application is for an alteration of premise to replace existing table seating for 6 in interior dining room with a service bar with 6 seats. Existing & proposed seating plans attached.
Total seating remains at 324.

NAME OF PROPERTY OWNER: Hyannis Marine Service realty Trust

Date of Selectmen Hearing Tuesday, May 19, 2020.

Health Department Comments:

Seating to remain 324 per floor plan attached.

Need to submit 2020 Food Service Application including worker's comp affidavit, Serv Safe Certifications, Allergy Certifications, and Heimlich Maneuver Certifications.

An inspection needed prior to opening.

Signature: _____ Date: _____

NEED COMPLETED FORM BY TUESDAY, MAY 12, 2020.

RECEIVED
MAY 01 2020
LICENSES & PERMITS
TOWN OF YARMOUTH



**PERKINS —
EASTMAN**

Photo courtesy of TripAdvisor

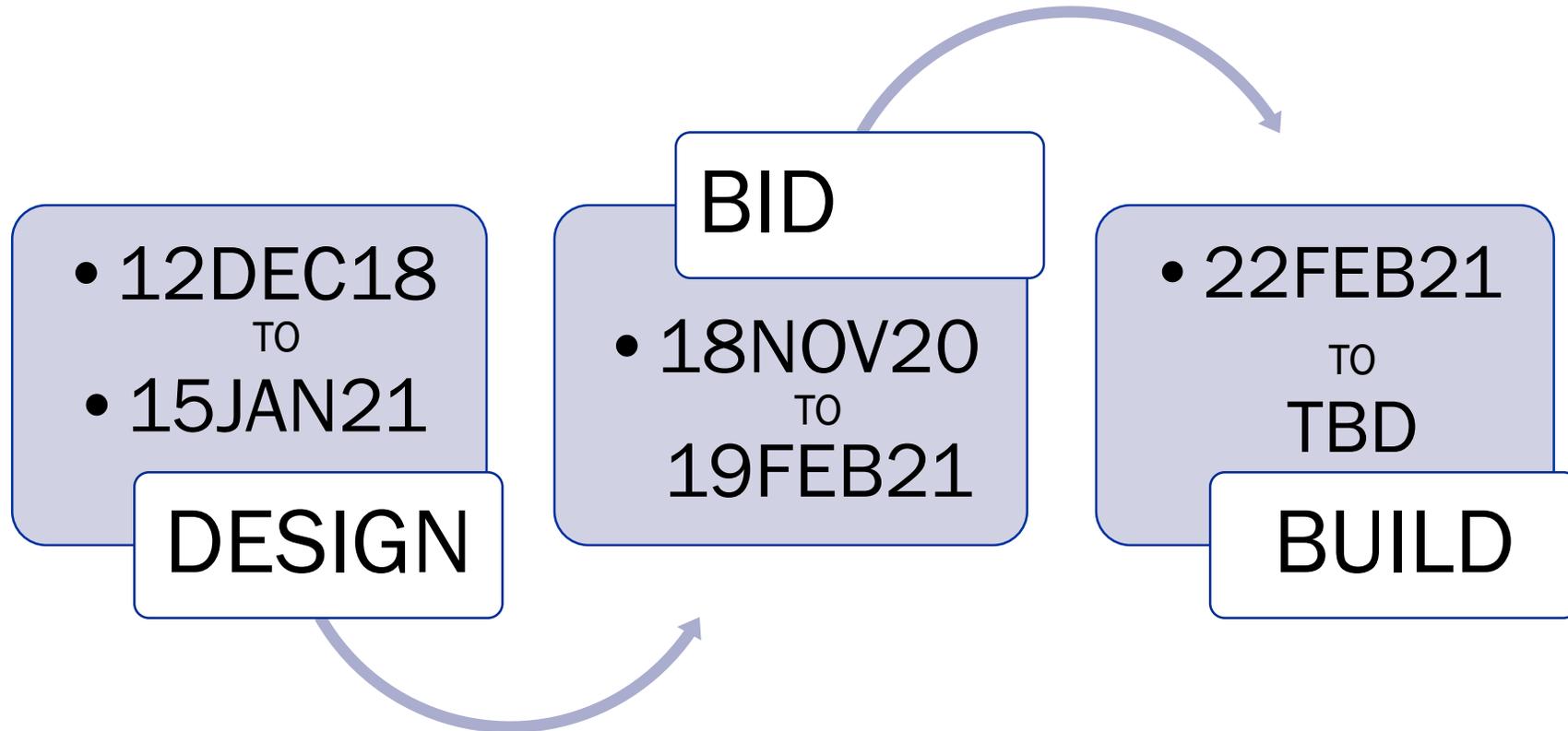


DENNIS-YARMOUTH SCHOOL PROJECT

**YARMOUTH BOARD OF SELECTMEN
DYIMS PROJECT UPDATE**

May 19, 2020

PROJECT SCHEDULE UPDATE



PROJECT SCHEDULE UPDATE

DD

- Mar 30, 2020 – Estimate Set Due
- Apr 26, 2020 – Estimate Reconciliation Meeting
- Apr 30, 2020 – SBC VM Meeting and Vote to Submit
- May 07, 2020 – DD Submission to MSBA

60%

- Aug 18, 2020 – Estimate Set Due
- Sept 10, 2020 – Estimate Reconciliation Meeting
- Sept 17, 2020* – SBC VM Meeting and Vote to Submit (*tentative date to be confirmed)
- **Sept 22, 2020 – 60% Submission to MSBA**

90%

- Oct 20, 2020 – Estimate Set Due
- Nov 10, 2020 – Estimate Reconciliation Meeting
- Nov 19, 2020* – SBC VM Meeting and Vote to Submit (*tentative date to be confirmed)
- **Nov 24, 2020 – 90% Submission to MSBA**

SITE PLAN - PUT ON HOLD



4TH-5TH GRADE
PLAY AREA

6TH-7TH GRADE
PLAY AREA

OUTDOOR PERFORMANCE
SPACE

**NEW DENNIS-YARMOUTH
INTERMEDIATE/MIDDLE
SCHOOL**

MULTI-PURPOSE
FIELDS

MAIN ENTRY
PLAZA

**FUTURE
EXPANSION**

**EXISTING STATION
ELEMENTARY
SCHOOL**

INCLUDES IRRIGATION

MULTI-PURPOSE
FIELD

MULTI-PURPOSE
FIELD

HAYWOOD AVE

HAYWOOD AVE

STATION AVE

BAKER'S PATH



SITE PLAN - FOR RESTART



4TH-5TH GRADE
PLAY AREA

6TH-7TH GRADE
PLAY AREA

OUTDOOR PERFORMANCE
SPACE

**NEW DENNIS-YARMOUTH
INTERMEDIATE/MIDDLE
SCHOOL**

FITNESS/PE COURSE

BASEBALL FIELD

SOFTBALL FIELD

MAIN ENTRY
PLAZA

**FUTURE
EXPANSION**

**EXISTING STATION
ELEMENTARY
SCHOOL**

NO IRRIGATION

HAYWOOD AVE.

HAYWOOD AVE.

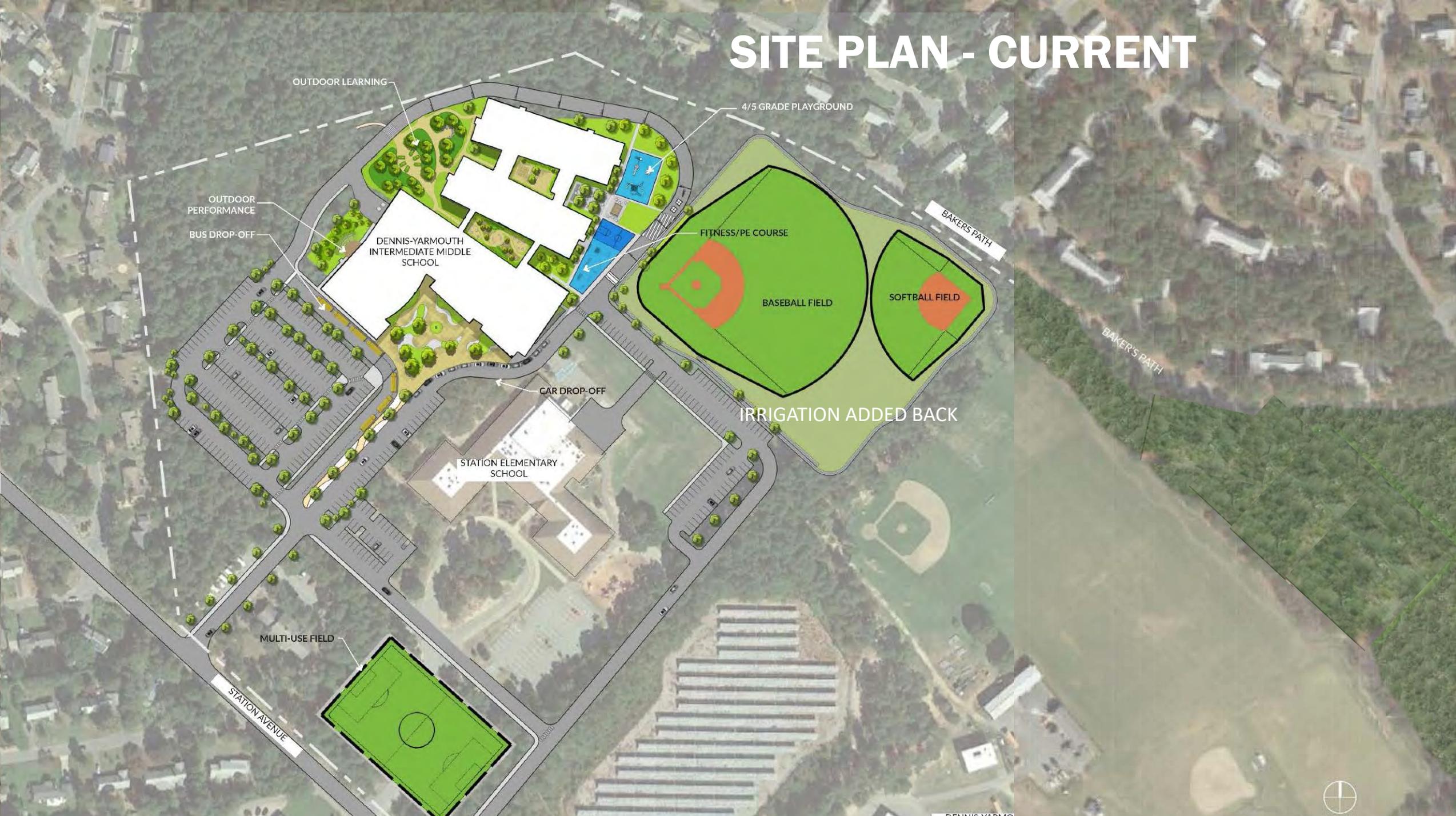
STATION AVE.

BAKERS PATH

BAKERS PATH



SITE PLAN - CURRENT



OUTDOOR LEARNING

4/5 GRADE PLAYGROUND

OUTDOOR PERFORMANCE

BUS DROP-OFF

DENNIS-YARMOUTH
INTERMEDIATE MIDDLE
SCHOOL

FITNESS/PE COURSE

BASEBALL FIELD

SOFTBALL FIELD

BAKERS PATH

CAR DROP-OFF

IRRIGATION ADDED BACK

STATION ELEMENTARY
SCHOOL

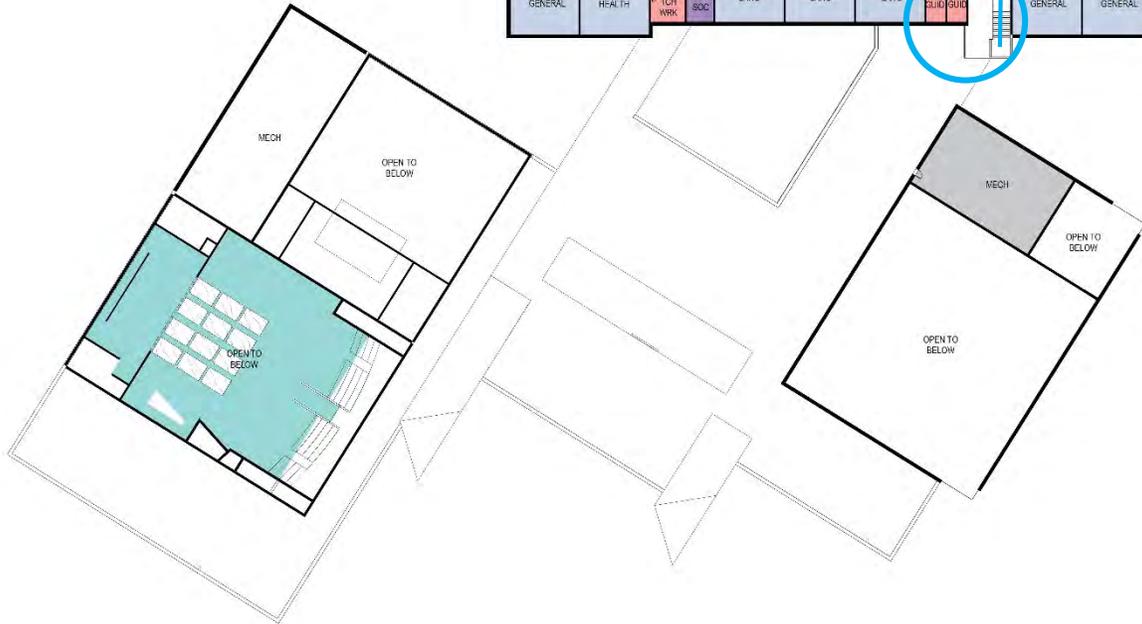
MULTI-USE FIELD

STATION AVENUE



PRIOR PLAN - PUT ON HOLD

Second Floor Grades 6-7



First Floor Grades 4-5



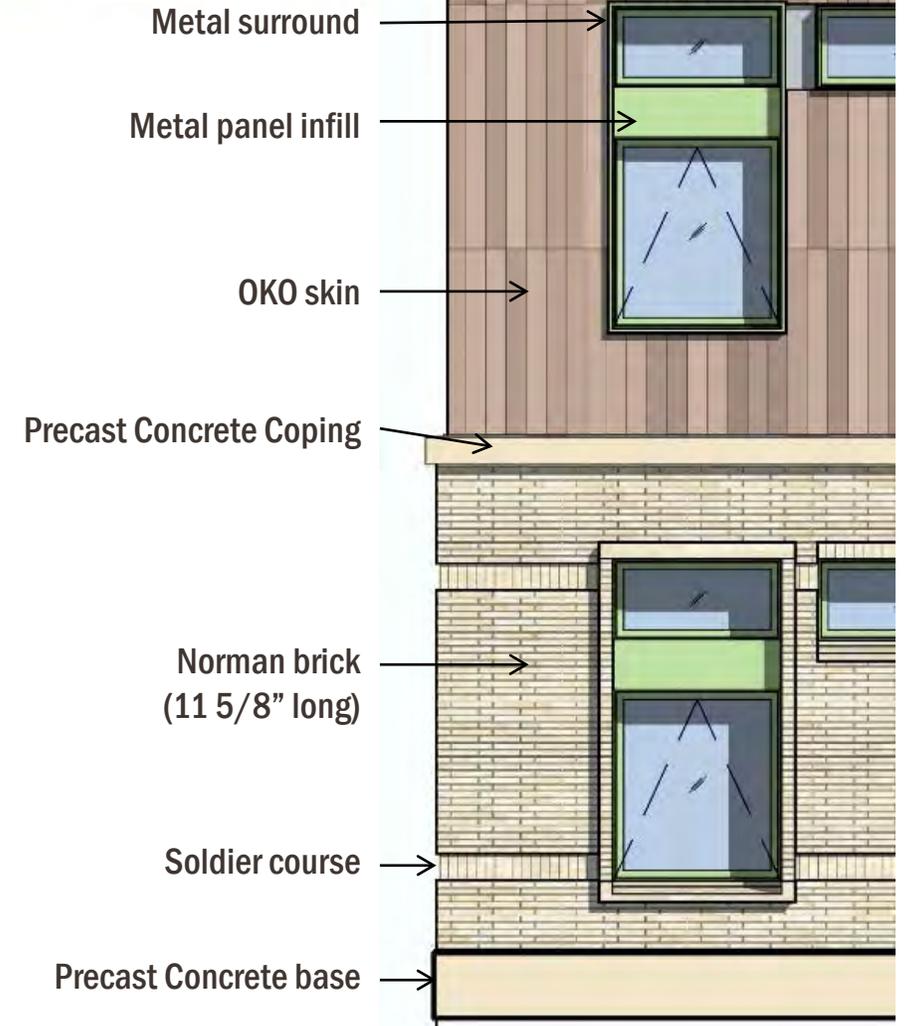
DESIGN/MASSING - UPDATE

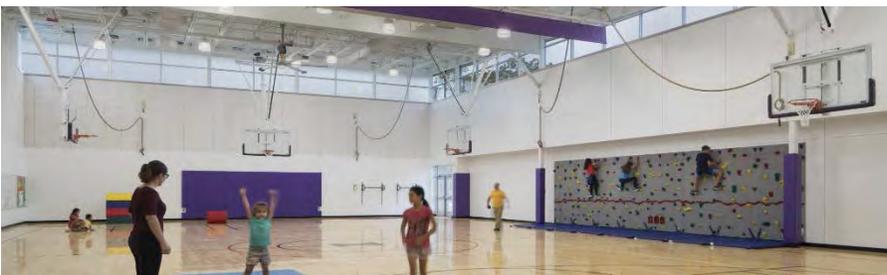


EXTERIOR MATERIALS - UPDATE



CLASSROOM BAY
23% GLAZING





INTERIOR FINISHES - UPDATE

Ceilings - 2x4 HP ACT (2x2 at small rooms)

Accents – Wood & Acoustic Baffles

Aud. – Acoustic Clouds/Deck

Gym – Acoustic Deck, PTD

Kitchen - 2x4 Mylar (antimicrobial)

Toilets/Showers/Vestibules – GWB. Epoxy PTD

Walls - Multi-Layer GWB, PTD (epoxy at wet areas)

Gym – CMU, PTD with Tectum Wall Panel

Kitchen/Custodial – CMU/GWB, Epoxy PTD/FRP

Wainscot - Porcelain Tile, Wood Cap @ Lobby/Caf./Corr's/Stairs

Library/Aud. – Hardwood Veneer Wainscot

Toilets – 7' 2x8 Ceramic Tile Wainscot

Casework – Solid Wood, Solid Surface Countertops

Doors – Solid Core, Clear Finish, Quarter Sawn White Oak

Windows – Alum. Clad Wood, Triple Glazed, Low-E

Base – Rubber Cove (or match wainscot)

Floors – Linoleum Tile

Lobby/Caf/Public Zones - Polished Concrete

Library/Aud. (aisles) - Carpet Tile / Sheet Carpet

Aud./Custodial – Sealed Concrete

Gym – Athletic Wood

Stairs – Rubber

Kitchen – Poured Epoxy

Toilets - 2x2 Mosaic Tile

LOBBY / CAFETORIUM / GYM



INTERIOR DEVELOPMENT







MEDIA CENTER (ABOVE LOBBY)





INTERIOR DEVELOPMENT



INTERIOR DEVELOPMENT



INTERIOR FINISHES

Ceilings - 2x4 HP ACT (2x2 at small rooms)

Accents – Wood & Acoustic Baffles

Aud. – Acoustic Clouds/Deck

Gym – Acoustic Deck, PTD

Kitchen - 2x4 Mylar (antimicrobial)

Toilets/Showers/Vestibules – GWB. Epoxy PTD

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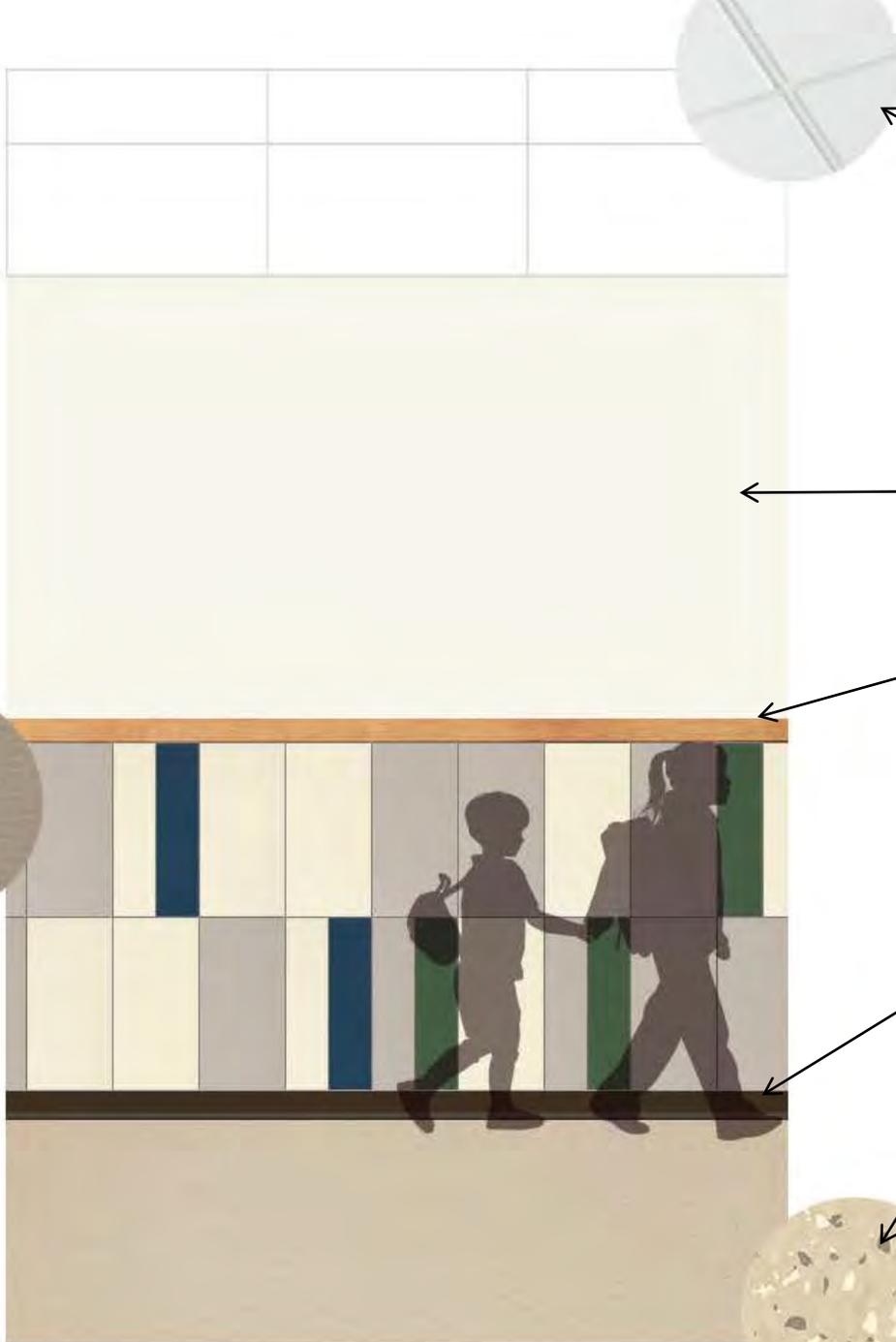
Aud./Custodial – Sealed Concrete

Gym – Athletic Wood

Stairs – Rubber

Kitchen – Poured Epoxy

Toilets - 2x2 Mosaic Tile





LEED v4 for BD+C: Schools Project Checklist

Y	?	+	?	-	N
1	0	1	13		

13 Location and Transportation					15	Role
Y			15	Credit	LEED for Neighborhood Development Location	-
Y			1	Credit	Sensitive Land Protection	TT / PE
Y			2	Credit	High Priority Site	-
Y		1	4	Credit	Surrounding Density and Diverse Uses	TT / PE
Y			4	Credit	Access to Quality Transit	-
Y		1	1	Credit	Bicycle Facilities	TT / PE
Y			1	Credit	Reduced Parking Footprint	-
Y	1		1	Credit	Green Vehicles	TR / PE

6 Sustainable Sites					12	Role
Y				Prereq	Construction Activity Pollution Prevention	Required CDW / CM
Y				Prereq	Environmental Site Assessment	Required PMA / CDW
Y	1			Credit	Site Assessment	1 CDW / TR / PE
Y			2	Credit	Site Development - Protect or Restore Habitat	2 TT / TR / CDW
Y			1	Credit	Open Space	-
Y		1	2	Credit	Rainwater Management	3 CDW / TR
Y	1	1		Credit	Heat Island Reduction	2 TT / TR
Y	1			Credit	Light Pollution Reduction	1 GGD / TT
Y			1	Credit	Site Master Plan	-
Y	1			Credit	Joint Use of Facilities	1 PE / PMA

6 Water Efficiency					12	Role
Y				Prereq	Outdoor Water Use Reduction	Required TR
Y				Prereq	Indoor Water Use Reduction	Required TT / VAV / PE
Y				Prereq	Building-Level Water Metering	Required TT / VAV
Y	2			Credit	Outdoor Water Use Reduction	2 TR
Y	1	2	3	Credit	Indoor Water Use Reduction	7 TT / VAV / PE
Y	2			Credit	Cooling Tower Water Use	2 GGD
Y	1			Credit	Water Metering	1 VAV

26 Energy and Atmosphere					31	Role
Y				Prereq	Fundamental Commissioning and Verification	Required CX / PMA
Y				Prereq	Minimum Energy Performance	Required TT / GGD
Y				Prereq	Building-Level Energy Metering	Required GGD / TT
Y				Prereq	Fundamental Refrigerant Management	Required GGD
Y	5	1		Credit	Enhanced Commissioning	6 CX / PMA
Y	14		2	Credit	Optimize Energy Performance	16 TT / GGD
Y	1			Credit	Advanced Energy Metering	1 GGD / TT
Y	1		1	Credit	Demand Response	2 GGD / PMA
Y	3			Credit	Renewable Energy Production	3 TT / GGD
Y			1	Credit	Enhanced Refrigerant Management	1 GGD
Y	2			Credit	Green Power and Carbon Offsets	2 TT / PMA

LEED UPDATE

Project Name: DYIMS
Date: April 28, 2020

8 Materials and Resources					13	Role
Y				Prereq	Storage and Collection of Recyclables	Required TT / PMA
Y				Prereq	Construction and Demolition Waste Management Planning	Required CM
Y	3		2	Credit	Building Life-Cycle Impact Reduction	5 TT / PE
Y	1		1	Credit	Building Product Disclosure and Optimization - Environmental Product Declarations	2 CM / TT
Y	1		1	Credit	Building Product Disclosure and Optimization - Sourcing of Raw Materials	2 CM / TT
Y	1		1	Credit	Building Product Disclosure and Optimization - Material Ingredients	2 CM / TT
Y	2			Credit	Construction and Demolition Waste Management	2 CM / TT

10 Indoor Environmental Quality					16	Role	
Y				Prereq	Minimum Indoor Air Quality Performance	Required GGD	
Y				Prereq	Environmental Tobacco Smoke Control	Required TT / PMA	
Y				Prereq	Minimum Acoustic Performance	Required CTA / PE	
Y	2			Credit	Enhanced Indoor Air Quality Strategies	2 GGD / PE	
Y	2	1		Credit	Low-Emitting Materials	3 CM / TT	
Y	1			Credit	Construction Indoor Air Quality Management Plan	1 CM / PMA	
Y	2			Credit	Indoor Air Quality Assessment	2 CM / PMA	
Y	1			Credit	Thermal Comfort	1 GGD	
Y	1		1	Credit	Interior Lighting	2 TT / GGD	
Y			1	2	Credit	Daylight	3 PE / TT
Y	1			Credit	Quality Views	1 TT / PE	
Y			1	Credit	Acoustic Performance	1 CTA	

6 Innovation					6	Role
Y	1			Credit	ID Credit 1.1: Innovation in Design: Green Education	1 TT / PE
Y	1			Credit	ID Credit 1.2: Innovation in Design: Low Mercury Lighting	1 TT / GGD
Y	1			Credit	ID Credit 1.2: Innovation in Design: Design for Active Occupants	1 PE / TT
Y	1			Credit	ID Credit 1.2: Innovation in Design: Pilot Credit for Design with Nature	1 PE / TT
Y	1			Credit	ID Credit 1.2: Innovation in Design: TBD	1 TBD / TBD
Y	1			Credit	LEED Accredited Professional	1 TT

3 Regional Priority					4	Role
Y	1			Credit	Regional Priority: Renewable Energy Production (2 pt threshold)	1 TT / GGD
Y	1			Credit	Regional Priority: Optimize Energy Performance (8 pt threshold)	1 TT / GGD
Y			1	Credit	Regional Priority: Site-Development- Protect or Restore Habitat (2 pt threshold)	-
Y		1		Credit	Regional Priority: Rainwater Management (2 pt threshold)	1 CDW
Y	1			Credit	Regional Priority: Outdoor Water Use Reduction (2 pt threshold)	1 TR / CDW
Y			1	Credit	Regional Priority: Indoor Water Use Reduction (4 pt threshold)	-

64	6	10	30	TOTALS	Possible Points: 110
-----------	----------	-----------	-----------	---------------	-----------------------------

Platinum: 80 to 110 points, Gold: 60 to 79 points, Silver: 50 to 59 points, Certified: 40 to 49 points

LEED UPDATE

APPENDIX A. ENERGY MODEL INPUT PARAMETERS

General Information		
Weather File	Barnstable.Muni.AP-Boardman.Poland.Field.725067, Climate Zone 5A	
Utility Rates	Electricity: \$0.17/kWh Natural Gas: \$1.2/Therm	
Schedule	Classroom open from 8am to 4pm; closed on weekends and in summer. Assembly spaces open from 8am to 7pm on school in weekdays, 3-10pm on weekends and summer weekdays; closed on summer weekends. Administration open from 7am to 5pm year-round; closed on weekends.	
Plug-Loads	Auditorium: 0.2 W/sf Cafeteria: 0.1 W/sf Classroom: 0.75 W/sf Electrical: 10 W/sf Gym: 0.1 W/sf	Media Center: 1.3 W/sf Lobby: 0.1 W/sf Office: 0.9 W/sf Kitchen: 2.5 W/sf
Opaque Construction	ASHRAE 90.1-2010	As Designed
Roofs Construction	U-0.048	R-50 continuous insulation U- 0.02
Walls Construction	U-0.064	R-30 continuous insulation U-0.033
Slab-on-Grade Construction	Concrete w/ no insulation (F-0.73)	R-15 for 4ft vertical on perimeter (F-0.45)
Fenestration		
Window to Wall Ratio	Same as proposed	23%
Glazing Properties (Assembly)	Window: U-0.35, SHGC-0.4, VT-0.51 Curtainwall: U-0.45, SHGC-0.4, VT-0.53 Skylight: U-1.17, SHGC- 0.39, VT-0.55	Marvin Windows (punched windows) U:0.2, SHGC: 0.25, VT-0.51 Curtainwall (Kawneer 1600 UT)

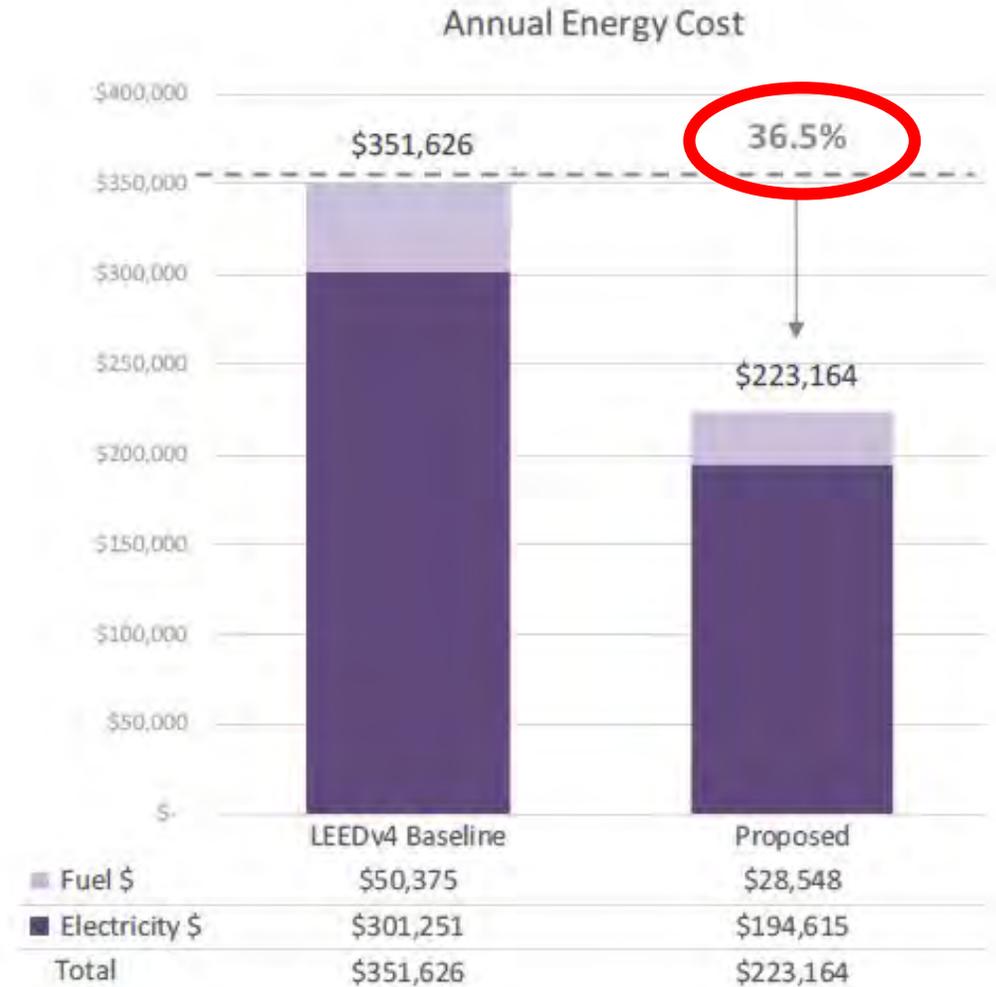


Fig.3. Baseline and As Design Energy Cost Comparison

KEY DATES

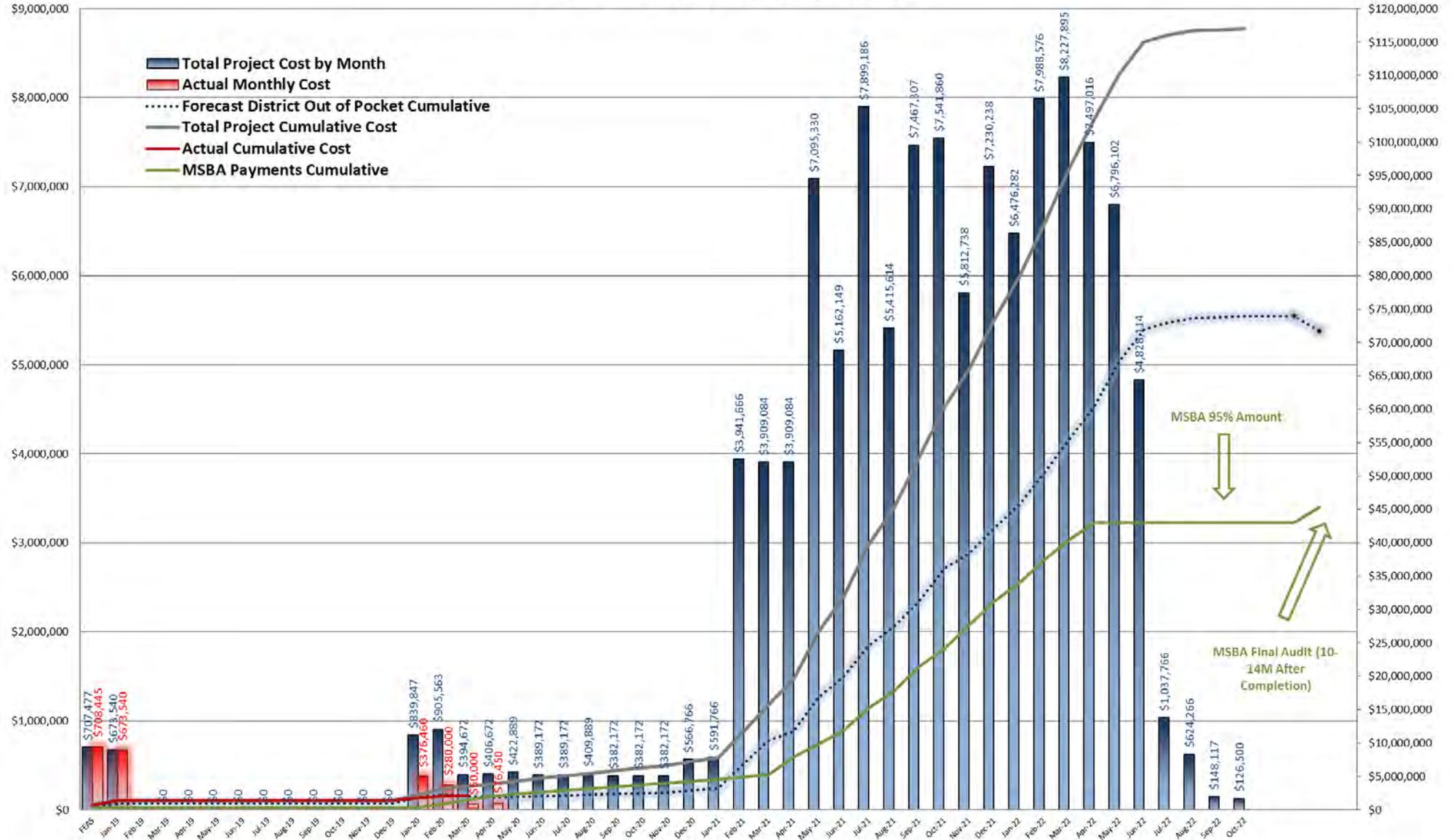
- 05May20:** Design Development Submission to MSBA
- 18Sep20:** 60% Design Submission to MSBA
- 20Nov20:** 90% Design Submission to MSBA
- 13Jan21:** 100% Construction Documents Complete
- 14Jan21 -> 17Feb21:** Bidding (added one week to durations due to holiday)
- 22Feb21 -> 05Mar21:** Contracts executed & construction permitting (SWPPP, NOI, CGP permitting, etc)
- TBD:** **New Building Substantially Complete**
- TBD:** Punchlist & Commissioning
- TBD:** Furnishings, Equipment, Technology Installation
- TBD:** Ready for Occupancy

PROJECT CASHFLOW

DYIMS Cashflow Projection - \$116.98M TPB

Paid to-date:
\$2,174,895

MSBA grant
to-date (est):
\$1,229,542



THANK YOU

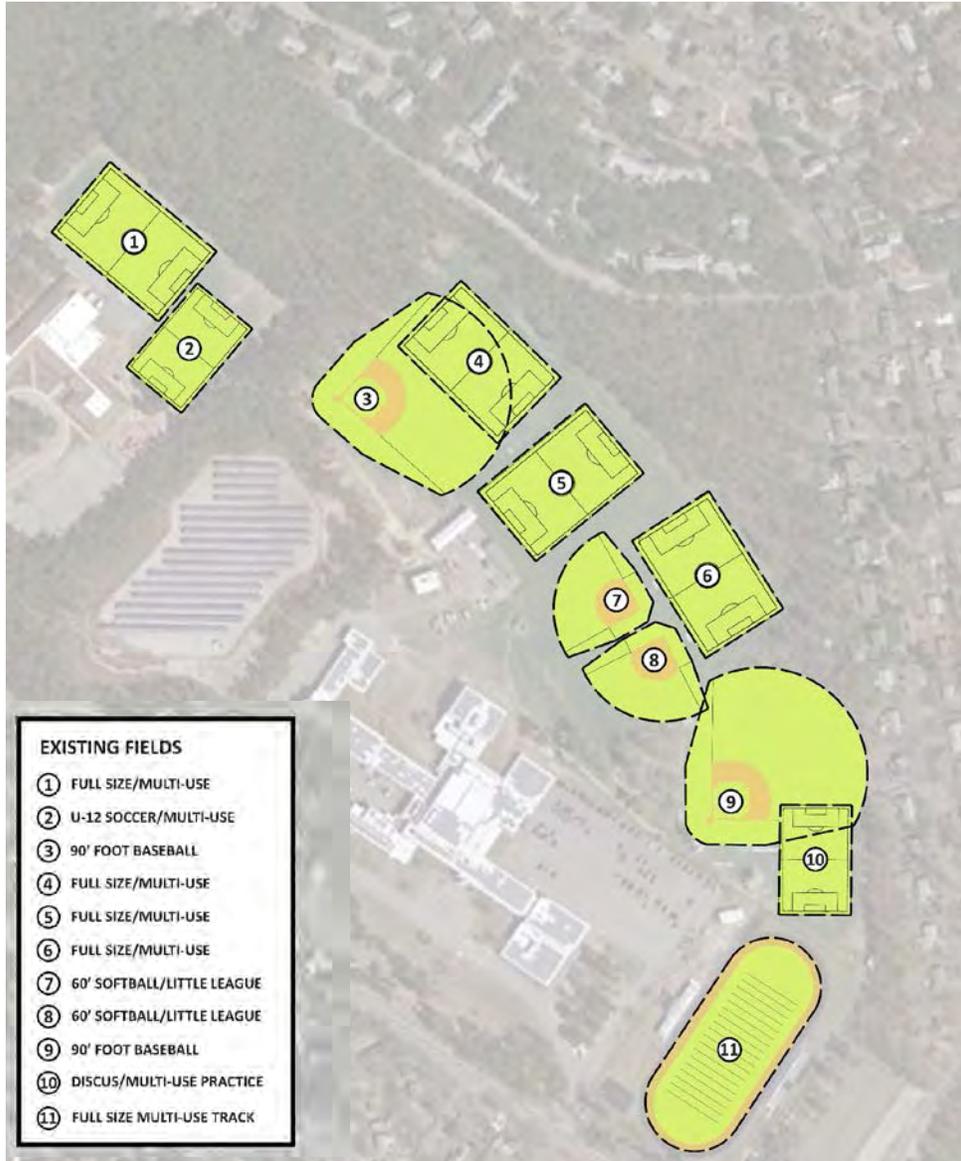
FLOOR PLANS - UPDATE



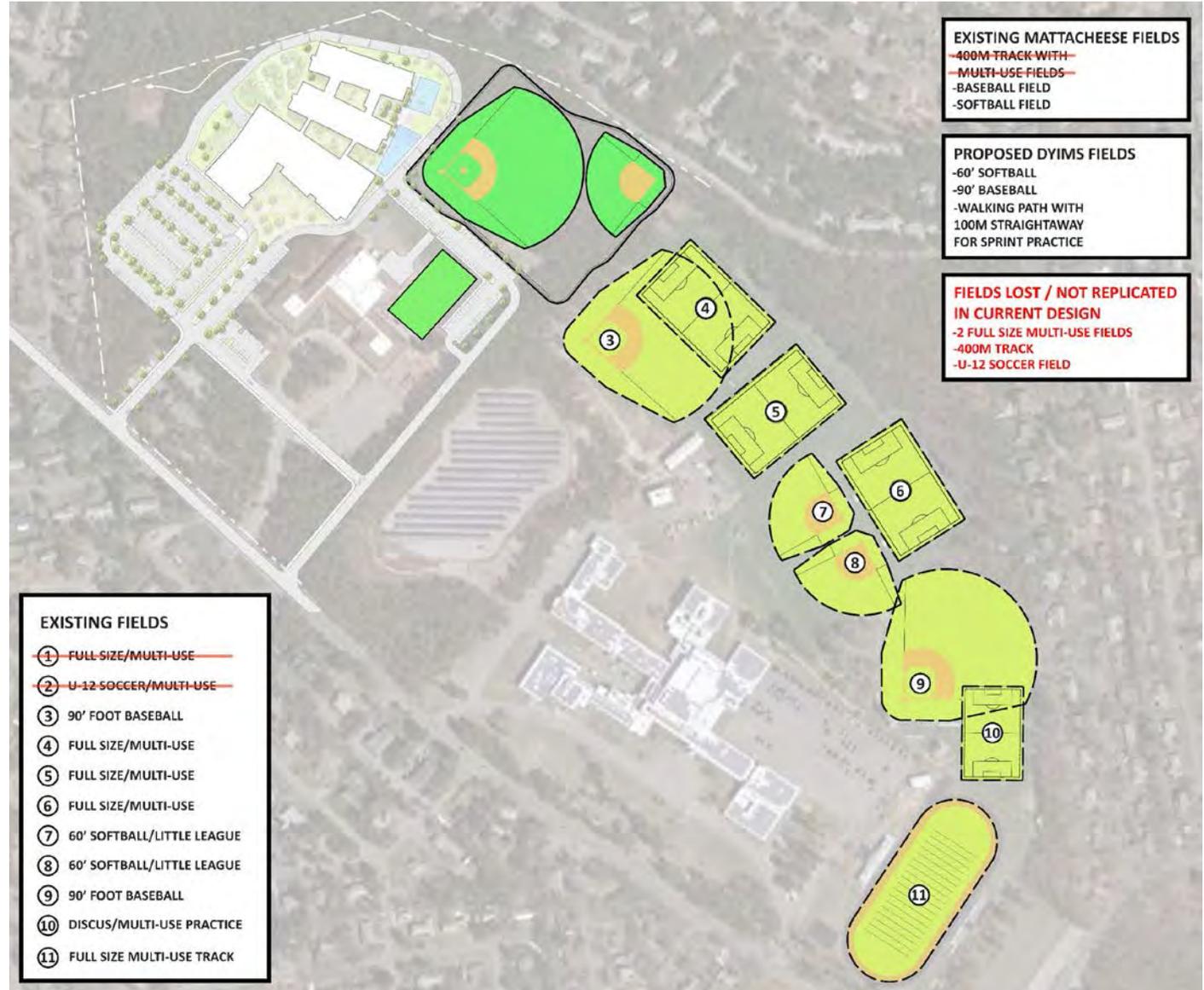
LEVEL 1 OVERALL PLAN

LEVEL 2 OVERALL PLAN

ATHLETIC FIELDS UPDATE



EXISTING ATHLETIC FIELDS



PROPOSED ATHLETIC FIELDS



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4463
Telephone (508) 398-2231 Ext. 1281, Fax (508) 398-2365

Finance
Department

MEMORANDUM

To: Dan Knapik, Town Administrator
From: Ed Senteio, Finance Director
CC: Pat Armstrong, Director of Community Services
Scott Gilmore, Director of Golf
Susan Ripley, Collector/Treasurer
Date: May 14, 2020
Subject: Borrowing Options

Golf Bond Anticipation Note:

During the Golf discussions in the fall of 2019, the decision was to again roll over the Golf Bond Anticipation Note (BAN) June 2020.

The reasons for continuing to roll the Golf BAN was to wait until the existing Golf long-term debt dropped and/or dropped off sufficiently for Golf to be able to accommodate the payment. The other reason to roll over the BAN was to combine with other borrowings to split the expenses of approximately \$42,000.

Golf Long Term Debt (not including the BAN):

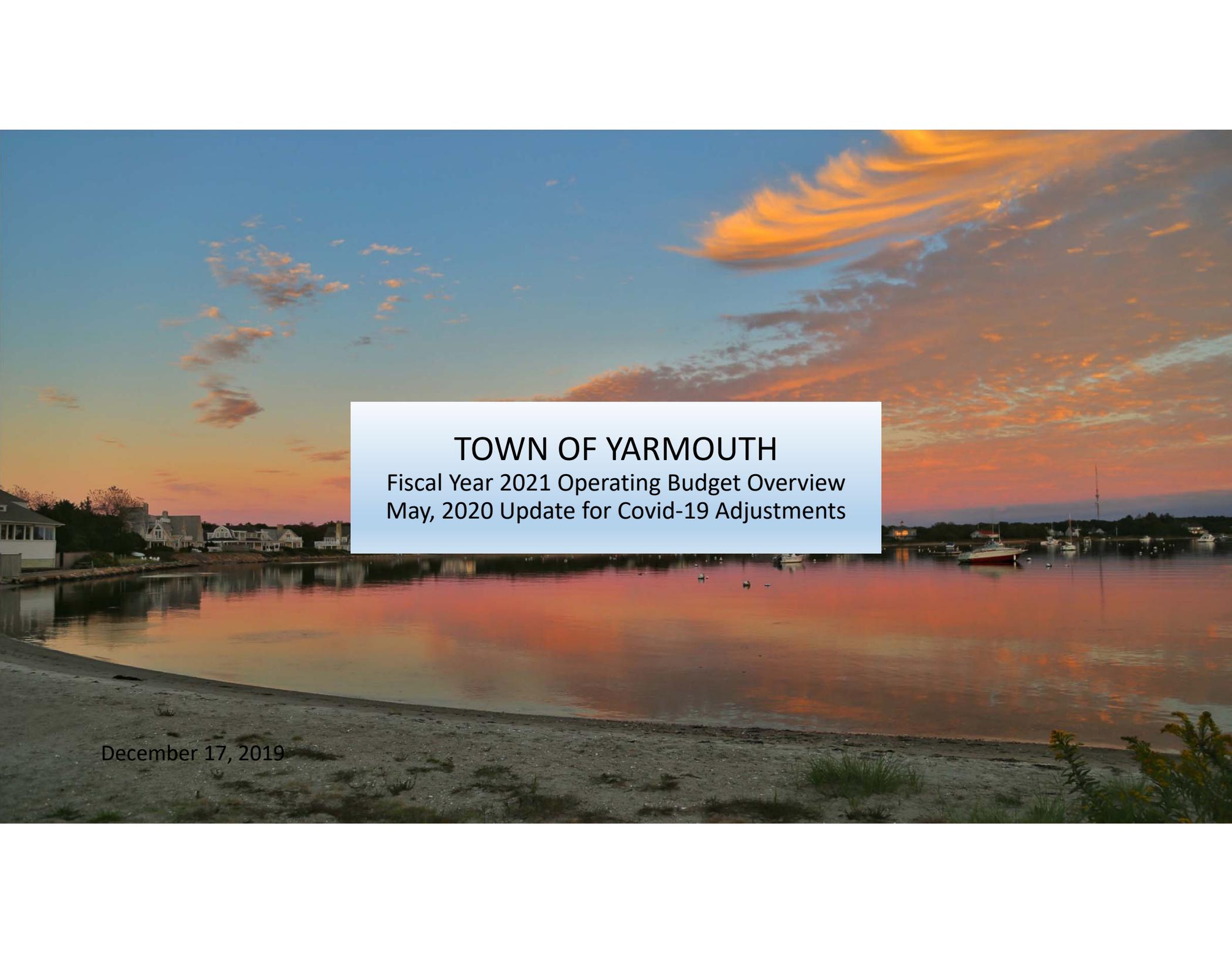
- FY 2015 to FY 2018 – Range \$379,169 to \$328,169
- FY 2019 - \$243,780
- FY 2020 - \$147,475
- FY 2021 - \$141,900
- FY 2022 - \$135,300 (current long-term debt paid off in FY 2022)

Recommendation:

- Rollover the Golf BAN again in June – must do this or need to pay the entire amount of the principal \$1,888,079.
- Have the new Golf BAN expire February 15, 2021 to coincide with the DPW Garage BAN expiration.
- Borrow long term – 15 years for Golf and for the DPW Garage -- 25 or 30 years.

Direction from the Board:

- Is the above as outlined acceptable?
- Should the Golf Borrowing be Tax Exempt or Taxable? If the borrowing is taxable, the possibility to lease the course is still open for the future. The difference in interest rates should be small.

A scenic sunset over a harbor. The sky is filled with vibrant orange and yellow clouds, reflecting on the calm water. In the background, there are houses and a few boats docked in the harbor. The foreground shows a sandy beach with some sparse vegetation.

TOWN OF YARMOUTH

Fiscal Year 2021 Operating Budget Overview
May, 2020 Update for Covid-19 Adjustments

December 17, 2019

OPERATING BUDGET – Adjusted for Covid-19 response

- Provides for 33% reduction in local receipts, 10% reduction in state aid.
- Adjusted spending plans (freeze, allocations, etc.) provide for further protections during the fiscal year.
- Maintains reserves to address any additional impacts or losses, or to provide for ongoing revenue issues in subsequent years.
- Conversely, if indicated, reserves could be used to reinstate cuts/deferrals in the fall, or next spring.
 - Any additional receipts in a recovery would default to Free Cash & could be used to replenish the reserves used.
- Meets requirements of S&P to maintain current bond rating.

BUDGET SUMMARY (General Fund Operating Budget Only)

<u>AMOUNTS TO RAISE</u>	FY 2020	FY 2021 (Previous)	FY 2021 (Covid Adj.)	Change
Local appropriations	81,564,885	84,786,468	80,019,208	(4,767,260)
State & County assessments	868,526	936,628	938,350	1,722
Abatements & exemptions	<u>525,146</u>	<u>500,000</u>	<u>200,000</u>	<u>(300,000)</u>
Total amount to be raised	82,958,557	86,223,096	81,157,558	(5,065,538)
<u>BUDGET FUNDING</u>				
Local receipts	15,064,312	16,753,100	11,224,577	(5,528,523)
State receipts	1,664,160	1,701,542	1,531,388	(170,154)
Other available funds	1,964,139	2,154,550	2,809,157	654,607
Property tax levy	<u>64,265,946</u>	<u>65,613,904</u>	<u>65,592,436</u>	<u>(21,468)</u>
Total amount of Funding	82,958,557	86,223,096	81,157,558	(5,065,538)

Presents Operating Budget only, which includes items funded from the net tax levy. Other amounts for self-supporting funds, CPA, or articles (funded from Free Cash or other available funds) are not included.

TAX LEVY – LIMIT AND CALCULATION

ELEMENT	FY 2020	FY 2021 (Previous)	FY 2021 (Covid Adj.)
Prior Year Levy Limit	\$ 59,032,330	\$ 61,548,558	61,548,558
2.5% increase	1,475,808	1,538,714	1,538,714
New Growth	439,010	350,000	350,000
Override	<u>601,409</u>	<u>- 0 -</u>	<u>- 0 -</u>
Subtotal	61,548,558	63,437,272	63,437,272
Exclusions	<u>2,772,148</u>	<u>2,397,782</u>	<u>2,592,757</u>
Maximum allowable levy	64,320,706	65,835,054	66,030,029
Preliminary Levy	<u>64,265,946</u>	<u>65,813,808</u>	<u>65,592,436</u>
Remaining levy	\$ 54,760	\$ 21,246	437,593
Partial funding of cut programs – per BOS direction			<u>437,593</u>
Excess levy capacity			- 0 -

TAX LEVY, VALUES & TAX BURDEN

Year	Tax Levy	Total Value	Tax Rate	SFH Avg. Value	Avg. SFH Tax Bill	State Rank ⁽³⁵¹⁾
2021 Estimated	66,030,029	6,426,594,615	10.27	385,572	3,960	
2020	64,265,946	6,426,594,615	10.00	385,572	3,856	
2019	60,707,215	6,010,615,315	10.10	359,055	3,626	71
2018	58,499,650	5,685,097,220	10.29	339,599	3,494	63
2017	56,230,733	5,611,849,600	10.02	336,907	3,376	66
2012	48,706,751	5,220,444,900	9.33	310,148	2,894	64
2007	40,290,462	6,840,485,900	5.89	408,904	2,408	60
2002	32,070,726	2,889,254,600	11.10	162,459	1,803	54

Other Available Funds Summary

AVAILABLE FUND	FY 2020	FY 2021 (Previous)	FY 2021 (Covid Adj)	Change
Waterways Improvement Fund	\$ 19,000	\$ 19,000	39,000	20,000
Ferry Fund	30,000	30,000	130,000	100,000
Ambulance Fund – salaries	1,400,000	1,500,000	1,500,000	100,000
Wetlands Protection Fund	20,000	5,000	20,000	15,000
Cemetery Fund(s)	33,000	33,000	85,565	52,565
Sale of Real Estate Fund			24,338	24,338
Polling Hours State Reimb. Fund			10,000	10,000
Historic Commission Fund			10,000	10,000
Planning Board Fund			27,500	27,500
Conservation Fund			45,000	45,000
Library State Aid Fund			75,000	75,000
DNR Spay/Neuter Fund			2,542	2,542
Board of Health Fund			1,724	1,724
Enterprise indirect charges	<u>467,000</u>	<u>603,000</u>	<u>808,488</u>	<u>205,488</u>
Total Other Available Funds	\$ 1,964,139	\$ 2,090,000	2,779,157	689,157

Expenditure Budget Summary – Net Levy Only

ELEMENT	FY 2020	FY 2021 (Previous)	FY 2021 (Covid Adj.)	Change	%
Elected & General	9,704,979	9,879,704	9,774,730	(104,974)	1.06%
Municipal Finance	1,592,456	1,636,550	1,609,450	(27,100)	1.65%
Community Development	420,404	478,940	473,440	(5,500)	1.15%
Public Safety	14,953,790	15,472,315	15,341,315	(131,000)	.85%
Municipal Inspections	1,309,699	1,412,706	1,200,103	(212,603)	15%
Municipal Operations	834,654	978,140	936,072	(42,068)	4.3%
Community Services	2,401,574	2,574,713	2,465,513	(109,200)	4.24%
Public Works	6,286,912	6,906,962	6,683,062	(223,900)	3.24%
Debt Service	953,775	616,888	860,221	243,333	
Education	39,003,850	40,340,610	40,021,023	(319,587)	
Capital Budget	2,977,880	3,034,661	- 0 -	(3,034,661)	100%
Transfers & unallocated	<u>1,124,912</u>	<u>1,454,279</u>	<u>654,279</u>	<u>(800,000)</u>	<u>55%</u>
Total local appropriations	81,564,885	84,786,468	80,019,208	(4,767,260)	5.62%

Budget Protections if further revenue decline

Modified hiring practices estimated to preserve \$500,000 (target) within these budgeted expenditures, if needed.

Allocate up to \$235,000 of Comm Dev. Budget to TRPF/CPA/CDBG, if needed.

Additional measures could be taken to accommodate further impacts.

Changes unrelated to COVID planning

Articles

Budget Reductions - Program cuts/deferrals

Wastewater funding plan	625,000	
Stormwater funding	225,000	
Capital Plan funding	1,502,105	
Roadway funding	1,307,556	

Potential to restore to budget at Fall Town Meeting from one-time sources, depending on outlook/recovery

Budget Reductions – Eliminations & Adjustments

<u>Amounts previously added to FY 21 budget, now eliminated</u>		
Police Uniforms & Ammo	21,000	(Included in Public Safety)
Fire vehicle maintenance	10,000	(Included in Public Safety)
DPW Trees	50,000	(Included in Public Works)
BOH Human Services increase	10,000	(Included in Municipal Inspections)
BOH part-time rental inspector	26,313	(Included in Municipal Inspections)
Senior Services Transportation Program	50,000	(Included in Community Services)
<u>Amounts previously included in FY 21 budget, but adjusted for new information</u>		
Veterans Benefits	60,000	(Included in Municipal Inspections)
General Insurance	23,000	(Included in Elected & General)
Contract settlements	75,000	(Included in Transfers & Unallocated)
Interest on temporary notes	25,000	(Included in Debt Service)

Budget Reductions – Cuts to existing departmental budgets

<u>Elected & General</u>		
Selectmen - Office Supplies, seminars	1,374	
Selectmen - Dues/membership	6,150	
Town Admin - Seasonal wages	12,500	
Town Admin - Seminars, mileage, dues, postage	5,500	
Town Admin - employee increment	20,000	
Town Admin - Gas Heat	26,450	
Town Admin - Training	<u>10,000</u>	
Subtotal	81,974	
Plus Adjustment from insurance (above)	<u>23,000</u>	
Total Elected & General reduction	104,974	1.06% reduction

Budget Reductions – Cuts to existing departmental budgets

<u>Municipal Finance</u>		
Accounting – wages	16,000	
Accounting – overtime	1,500	
Accounting - seminars/mileage, dues	600	
Collector/Treasurer – Professional/technical	5,000	
C/T – dues/membership	500	
Town Clerk – supplies, mileage, dues, conference	2,500	
Town Clerk – elections rental	<u>1,000</u>	
Municipal Finance reduction	27,100	1.65% reduction
<u>Municipal Operations</u>		
IT – wages	25,000	
IT – part-time wages	16,068	
IT – office admin, mileage, training	<u>1,000</u>	
Municipal Operations reduction	42,068	4.3% reduction

Budget Reductions – Cuts to existing departmental budgets

<u>Public Works</u>		
Facilities – supplies, mileage	7,500	
DPW – mileage, dues, membership	3,100	
DPW – computer, furniture, equip.	3,000	
Street Lights & signals	30,000	
Gas & Oil	16,500	
Sanitation - OPEB	50,000	
Sanitation – professional & technical	5,000	
Sanitation – C&D	50,000	
Cemetery – overtime	3,000	
Cemetery – supplies, tools	2,800	
Parks – charges, supplies	<u>3,000</u>	
Subtotal	173,900	
Plus Trees from Eliminations above	<u>50,000</u>	
Public Works reductions	223,900	3.24% reduction

Budget Reductions – Cuts to existing departmental budgets

<u>Municipal Inspections</u>		
Health – Dues, memberships	1,000	
Health – animal inspections	3,200	
Health – Human Service grants	60,000	
Health – OPEB	17,150	
Building – overtime	5,000	
Building – technical/mileage	1,000	
Building - Weights & measures	1,500	
Building – OPEB	<u>27,440</u>	
Subtotal	116,290	
Plus BOH new human services & rental insp. eliminated	36,313	
Plus adjustment for Vets Benefits	<u>60,000</u>	
Total Municipal Inspections reductions	212,603	15% reduction – not all operational & includes downward adjustment to arrive at actual cost for Veteran Benefits

Budget Reductions – Cuts to existing departmental budgets

<u>Community Services</u>		
Animal Control – kennel costs	2,500	
Natural Resources – Seasonal wages	2,500	
Natural Resources – overtime	5,000	
Natural Resources – clothing, mileage, conference	1,700	
Natural Resources – capital equipment	2,500	
Natural Resources – propagation	2,500	
Library – technical, mileage, equipment	4,000	
Library – energy	3,000	
Library – repairs & maintenance	3,000	
Recreation – seasonal wages	25,000	
Recreation – supplies, dues	2,500	
Senior Services – professional/technical	<u>5,000</u>	
Subtotal	59,200	
Plus elimination of addition for transportation	<u>50,000</u>	
Total Community Services reductions	109,200	4.24% reduction. Recreational programming is accounted for in offset account and is considered separately.

Budget Reductions – Cuts to existing departmental budgets

<u>Public Safety</u>		
Police – overtime	50,000	
Fire – overtime	<u>50,000</u>	
Subtotal cuts	100,000	
PD Uniforms & Ammo added, now eliminated	21,000	
FD Vehicle Maint. added, now eliminated	<u>10,000</u>	
Total Public Safety reductions	131,000	.85% reduction
<u>Community Development</u>		
Professional & technical – Total reduction	5,500	1.15% reduction

Additional Changes from Last Update

<u>Debt Service</u>		
Increased due to DPW short-term bond	(268,333)	Not part of COVID adjustments
Reduction for original DPW placeholder	<u>25,000</u>	Included as part of budget reduction
Total Debt Service increase	(243,333)	
<u>Education</u>		
DY assessment came in less than provision	319,587	Not part of COVID adjustments
<u>Transfers & Unallocated</u>		
Wastewater funding eliminated	625,000	Included as part of budget reduction
Stabilization re-payment adjustment	100,000	Included as part of budget reduction
Contract settlement reduction	<u>75,000</u>	Included as part of budget reduction
Total Transfer & Unallocated reduction	800,000	

Preliminary/Potential Free Cash Uses – 5/15/20 Update

Request	Amount	Request	Amount
Amount Spent at STM	634,509	Substance Abuse Awareness	
FY 20 year-end reserve		Nursing Program	
OPEB Funding		Media operations improvement	
Waste water Capital Reserve		EV & Charging Station expansion	
Capital Stabilization		Wastewater Planning	
Local Compr. Plan Development		Tagged shark monitoring buoy	
PD Trailer		C.C. Bay Scallop Propagation	
Vehicle/Equipment Maintenance	100,000	Voting Tabulators	
		FD – Roof Repair	
PD – Investigation System		Voting Booths	
PD – Technology, Tablets & Phones		Flax Pond Boating Program Kayaks	
PD – Furniture Replacement		Historic Property Maintenance	
Invasive Species Management		<u>OSHA Training & Compliance</u>	<u>30,000</u>
Grant application – local match		Subtotal Requests	764,509

Free Cash Summary	
Requests	\$ 764,509
Available	<u>3,419,403</u>
Balance	\$ 2,654,894

Requests deferred to Fall
Town Meeting

Status of Reserves

Unrestricted Stabilization Fund	4,334,245	
Capital Stabilization Fund	1,279,125	
FY 21 projected ambulance receipts fund	2,000,000	
Projected Free Cash available for FY 2021	<u>3,300,000</u>	
Subtotal	10,913,370	
Provision for Abatements & Exemptions	1,545,752	Being used in budget plan to back stop additional A&E activity and protect against unpaid property taxes. Otherwise, is available if released by Board of Assessors.
Unspent articles/accounts to be closed for Free Cash generation		
<u>Further options:</u>		
CPA Fund; Housing Trust; OPEB Fund; Tourism Fund		

Ongoing concerns, considerations

- Level of State Aid reductions
- Local receipt decline larger than 33%
- Assessments from other entities
- Timeliness of payment of property taxes



Yarmouth Fire Department

96 Old Main Street
South Yarmouth, MA 02664
Phone (508) 398-2212
Fax (508) 760-4861



MEMO

Date: May 14, 2020
To: Mr. Daniel Knapik
From: Chief Simonian
Subject: Return to work plan

Public access continues to be denied to all three fire stations.

The only outside entities currently coming into the buildings are contractors making repairs to the facilities and equipment. The people are scheduled and once they arrive they are screened like our entire staff is now (self-medical assessment with temperature taken at point of entry).

For our blood pressure program, shift personnel are going outside to the person's vehicle with proper PPE to take and record blood pressures.

Mail and other deliveries still come into the HQ only through the main entrance by dispatch and secured in their proper location for distribution.

We have purchased an exterior lockable drop box that will be installed near the main entrance at HQ for permit applications and lock box requests.

Fire prevention was mostly online before COVID and have adapted to further limit their interactions with the public. Permit applications and smoke/co real-estate inspections (26F) are all done online. Sale of real-estate inspections (26F): Enter residence with a realtor only, with mask/gloves and maintain 6' separation.

Oil Burner Inspection: Only enter unoccupied basement with masks/gloves.

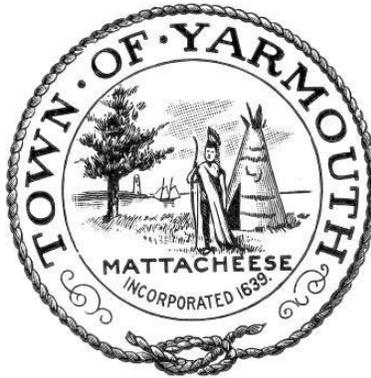
Lock Boxes: Installed outside anyways and safely manage transferring homeowners key to lock box.

New Construction inspections: Enter unoccupied building with mask/gloves.

Annual occupancy inspection with Building Department: coordinate with Building Dept. and enter unoccupied with mask/gloves.

Chief Philip Simonian and Deputy Chief Sawyer

**TOWN OF YARMOUTH
WARRANT
and
RECOMMENDATIONS
of the
FINANCE COMMITTEE
For the Annual Town Meeting**



**June 22, 2020
7:00 P.M.
MATTACHEESE MIDDLE SCHOOL
WEST YARMOUTH**

**PLEASE BRING THIS REPORT TO TOWN
MEETING**

FINANCE COMMITTEE REPORT

The Yarmouth Finance Committee continues to actively represent the interests of our town's citizens in working with town Administration and the Board of Selectmen. We are happy to report that working relationships with all town departments and leaders are excellent and that the financial status of the town is very healthy. In fact, Yarmouth has one of the lowest debt burdens of any municipality in the Commonwealth.

The Committee itself saw several changes this year. Two new members joined the Committee. Sara Kohls is a local attorney and George Perkins is a retired banking executive and University Professor. Joe Goldstein departed the Committee after many years of service including Chairman. His service was recognized and greatly appreciated. Robert Ciavarra was elected Vice Chairman, succeeding Nathan Ladley who voluntarily stepped down from that position but remains on the Committee.

At the October Special Town Meeting an Article passed unanimously expanding the membership of the Committee from its cap of 7 to a number from 7 to 9. There are currently eight members.

The Committee continues advancement made in 2018-19 by which certain departments were given a higher level of focus. In this fiscal year we have begun to form sub committees to become even more engaged while at the same time not impeding day to day activities of town department heads.

Chairman Ken Mudie was a member of the D-Y Regional School Agreement Committee which finally brought the dispute between Dennis and Yarmouth to a successful conclusion. Joe Goldstein was also on that Committee.

Major issues facing the Finance Committee include the D-H-Y wastewater project, overall continued financial management of the town, and potential solutions to "big ticket" items which seem to get caught in a financial limbo due to various budget processes and constraints. These include Coastal Infrastructure, Police Training Firing Range, and others. The Finance Committee is working closely with the Capital Budget Committee and Town leadership to address this problem.

Overall, members of the Finance Committee, all volunteers, are proud to serve our community and our town leaders.

Finance Committee

HOW DO I MAKE A MOTION?

TABLE OF BASIC POINTS OF MOTIONS

Rank	Type of Motion	2nd Req'd	May Debate	May Amend	Vote Req'd	May Recon.	May Interrupt
	Main Motions						
None	Main Motion	Yes	Yes	Yes	Varies	Yes	No
Same	Reconsider or Rescind	Yes	Same	No	Majority	No	No
None	Take from the Table	Yes	No	No	Majority	No	No
None	Advance an Article	Yes	Yes	Yes	Majority	Yes	No
	Privileged Motions						
1	Dissolve or adjourn sine die	Yes	No	No	Majority	No	No
2	Adjourn to a fixed time or recess	Yes	Yes	Yes	Majority	No	No
3	Point of no quorum	No	No	No	None	No	No
4	Fix the time to (or at) which to adjourn	Yes	Yes	Yes	Majority	Yes	No
5	Question of privilege	No	No	No	None	No	Yes
	Subsidiary Motions						
6	Lay on the table	Yes	No	No	2/3	Yes	No
7	The previous question	Yes	No	No	2/3	No	No
8	Limit or extend debate	Yes	No	No	2/3	No	No
9	Postpone to a time certain	Yes	Yes	Yes	Majority	Yes	No
10	Commit or refer	Yes	Yes	Yes	Majority	Yes	No
11	Amend (or substitute)	Yes	Yes	Yes	Majority	Yes	No
12	Postpone indefinitely	Yes	Yes	No	Majority	Yes	No
	Incidental Motions						
Same	Point of Order	No	No	No	None	No	Yes
Same	Appeal	Yes	Yes	No	Majority	Yes	No
Same	Division of a question	Yes	Yes	Yes	Majority	No	No
Same	Separate consideration	Yes	Yes	Yes	Majority	No	No
Same	Fix the method of voting	Yes	Yes	Yes	Majority	Yes	No
Same	Nominations to committees	No	No	No	Plurality	No	No
Same	Withdraw or modify a motion	No	No	No	Majority	No	No
Same	Suspension of rules	Yes	No	No	2/3*	No	No

* UNANIMOUS IF RULE PROTECTS MINORITIES; OUT OF ORDER IF RULE PROTECTS ABSENTEES

SOURCE: TOWN MEETING TIME, 3RD EDITION

COMMON TOWN FINANCE TERMS

APPROPRIATION	An authorization granted by Town Meeting to expend money and incur obligations for specific public purposes.
AVAILABLE FUNDS	Balances remaining in various funds that are available for expenditure. Examples include Water Department special revenue account reserves, Fire Department ambulance account, and Free Cash.
ENTERPRISE FUND	A separate account for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate the portion of total costs of a service that is recovered through user fees. This is a multi-year fund for which any end-of-year surplus is retained in the Enterprise Fund.
OFFSET ACCOUNT	An account set up to restrict fees collected by a particular department for expenditure by that department. Any surplus funds remaining at the end of the fiscal year are returned to the General Fund.
FISCAL YEAR	The Town's fiscal year begins July 1st and ends on June 30th.
FREE CASH	Remaining, unrestricted funds from operations of the previous fiscal year including actual receipts in excess of estimates and unspent amounts in budget line-items.
OVERLAY RESERVE	An account set up to pay for real estate exemptions and abatements.
RAISE & APPROPRIATE	A phrase used to identify a funding source for an expenditure which refers to money generated by the tax levy or other anticipated local receipts.
RESERVE FUND	An account appropriated within the operating budget to provide for unforeseen expenditures <i>during the fiscal year</i> . Expenditures of funds deposited to this account require approval of the Finance Committee. Funds remaining at the end of the fiscal year are returned to the General Fund.
STABILIZATION FUND	A multi-year fund established as a "rainy day" account to address extraordinary or unforeseen future expenditures during the current <i>or future fiscal years</i> . This account can also be used to accumulate funds for capital expenditures in a future year.

**ANNUAL TOWN MEETING WARRANT
COMMONWEALTH OF MASSACHUSETTS
JUNE 22ND, 2020**

Barnstable, ss.

To the Constable of the Town of Yarmouth in the County of Barnstable, Greetings, In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in Town affairs to meet in the Mattacheese Middle School Building in said Town, Monday, the 22nd day of June 2020 at seven o'clock (7:00 p.m.) in the evening, then and there to act on the following articles.

ARTICLE #1: To see if the Town will vote to transfer and appropriate a sum of money to provide additional funds for the FY 2020 operating budget.

<u>Department</u>	<u>Request</u>	<u>Amount</u>	<u>Source</u>
DPW	Construction & Demolition	\$ TBD	Free Cash
DPW – Septage Enterprise Fund	Septage Reserve - Waste Disposal	\$ TBD	Septage Retained Earnings
Golf	General Fund Subsidy	\$ TBD	Free Cash

Selectmen Will Recommend from the Floor

Finance Committee Will Recommend from the Floor

(Board of Selectmen)

ARTICLE #2: To see what sums of money the Town will vote to raise or transfer from available funds and appropriate such funds to defray the charges, expenses, salary, and payroll obligations of the Town, including debt and interest for the ensuing year, to provide for a reserve fund, and to fix the salaries and compensation for all elected officials of the Town or act on anything relative thereto.

EXPLANATION: *This article funds the Town's operating budget, which covers employee salaries, benefits, and other Town operating expenses. At the direction of the Board of Selectmen, this budget is balanced, affordable, within the parameters of proposition 2 1/2, and provides the best possible services and facilities to the Town. The Finance Committee has reviewed this budget in detail.*

Selectmen Will Recommend from the Floor

Finance Committee Will Recommend from the Floor

(Board of Selectmen)

ARTICLE #3: To see what sums of money the Town will vote to raise, appropriate, or transfer from available funds to fund the operating budget of the Golf Enterprise, or take any action thereon:

	Actual FY19	Budget FY20	Request FY21
GOLF			
Wages (15 FTE + Seasonal)	1,440,521	1,511,845	1,573,535
Expense	2,286,208	2,172,973	2,262,785
Total Golf Enterprise Operating Budget	3,726,729	3,684,818	3,836,320
Funded from Golf Enterprise Revenues	3,645,364	3,535,692	3,611,320
Funded from General Fund – Free Cash	364,000		
Funded from Retained Earnings*		149,126	225,000
Total Golf Enterprise Funding	4,009,364	3,684,818	3,836,320

* *Golf Enterprise reserves/retained earnings is \$277,727 as of 7/1/2019*

EXPLANATION: *This article is the operating budget for the golf division and funds employee salaries, benefits, and other golf operating expenses. This year’s budget is funded entirely by golf fees and other revenue generated by the golf division.*

Selectmen Will Recommend from the Floor

Finance Committee Will Recommend from the Floor

(Board of Selectmen)

ARTICLE #4: To see what sums of money the Town will vote to raise, appropriate or transfer from available funds to fund the operating budget of the Water Department for the purpose set forth in the Acts of 1928, Chapter 146, or under Massachusetts General Laws, Chapter 41, Section 69B, or to take any other action thereon:

	Actual FY19	Budget FY 20	Request FY21
WATER			
Wages (23.8 FTE)	1,557,863	1,574,477	1,482,268
Expense	1,702,728	2,465,615	2,402,743
Costs Appropriated in the General Fund	344,938	353,000	494,550
Total Water Department Operating Budget	3,300,653	4,393,092	4,379,561
Funded from Water Department Revenues*	4,392,308	4,393,092	4,379,561
Total Water Department Funding	4,392,308	4,393,092	4,379,561

* *Water Special Revenue Fund reserves is \$2,952,455 as of 7/1/2019.*

EXPLANATION: *This article is the operating budget for the water division, which funds employee salaries, benefits, and other water operating expenses. The water division operates as a distinct special revenue fund, much like the golf and septage operations, and is fully funded by water fees.*

Selectmen Will Recommend from the Floor

Finance Committee Will Recommend from the Floor

(Board of Selectmen)

ARTICLE #5: To see what sums of money the Town will vote to raise, appropriate or transfer from available funds to fund the operating budget of the Septage Enterprise, or take any other action thereon:

	Actual FY19	Budget FY 20	Request FY 21
SEPTAGE ENTERPRISE			
Wages	65,374	51,760	0
Expense	1,833,366	2,001,305	2,284,503
Costs Appropriated in the General Fund	114,101	114,101	173,000
Total Septage Enterprise Operating Budget	2,012,840	2,167,166	2,457,503
Funded from Septage Enterprise Revenues	3,152,769	2,167,166	2,457,503
Funded from Septage Retained Earnings*			
Total Septage Enterprise Funding	3,152,769	2,167,166	2,457,503

**Septage Enterprise retained earnings is \$3,296,218 at 7/1/2019.*

EXPLANATION: *This is the operating budget for the Septage Treatment Plant which is treated as an enterprise fund. The costs are fully covered by fees charged to contractors that dispose of septic waste at the plant. This enterprise fund, like golf and water, is fully supported by fee revenue.*

Selectmen Will Recommend from the Floor
 Finance Committee Will Recommend from the Floor (Board of Selectmen)

ARTICLE #6: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money to fund the Town of Yarmouth’s share of the Dennis-Yarmouth Regional School District budget for fiscal year 2021, or take any other action thereon.

Actual FY 19	Actual FY 20	Certified FY 21
\$33,973,474	\$35,298,335	\$35,930,816

EXPLANATION: *This article funds the Town’s share of the Dennis-Yarmouth Regional School District. The FY21 Assessment is based upon the revised regional agreement.*

Selectmen Will Recommend from the Floor (Dennis-Yarmouth Regional School District)
 Finance Committee Will Recommend from the Floor

ARTICLE #7: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate a sum of money to fund the Town of Yarmouth’s share of the Cape Cod Regional Technical High School District budget for fiscal year 2021, or take any other action thereon.

Actual FY 19	Actual FY 20	Certified FY 21
\$2,341,152	\$2,292,475	\$4,090,207

EXPLANATION: *This article funds the Town’s share of the Cape Cod Regional Technical High School District.*

Selectmen Will Recommend from the Floor (Cape Cod Regional Technical High School)
 Finance Committee Will Recommend from the Floor

ARTICLE #8: To see what sums of money the Town will vote to raise, or transfer from available funds, and appropriate to purchase and equip the following goods and services, or take any other action thereon:

Division/Department	Item/Project	Amount Recommended
(N)=New, (R)=Replacement, (M)=Maintenance		
<u>Requests Funded from Other Available Funds</u>		
	Town Hall Attic Insulation (FEMA Reimbursement Funds)	50,000
	Bridgewater University Building – Roof Repair (FEMA Reimb. Funds)	200,000
	Town-wide OSHA compliance and training	30,000
	Town-wide Vehicle and Equipment Maintenance (Free Cash)	<u>100,000</u>
	Total Appropriation Requests	<u>380,000</u>

EXPLANATION: *Each year the Capital Budget Committee (CBC), appointed by the Finance Committee, reviews and evaluates requests for capital projects and equipment submitted by all Town departments. This article contains lists of recommended expenditures for: routine capital projects, equipment and vehicles funded by taxes; roadway and storm water improvements funded by taxes; waste management capital funded by recycling revenue; Golf Course equipment funded by Golf revenues and retained earnings; and, fire department vehicles and life safety equipment funded by ambulance revenue. In addition to these amounts, supplemental funding for needed maintenance projects from other available town funds (FEMA Reimbursement and Free Cash) have also been consolidated into this article for consideration.*

ARTICLE #9: To see if the Town will vote to raise and appropriate an amount of money to pay for salary and wage adjustments for FY21 as a result of the settlement of collective bargaining agreements and for non-union personnel.

EXPLANATION: *This article provides funding for settled or to be settled collective bargaining agreements. The Town strives to settle contracts that are fair to the employees and allows the Town to stay within the constraints of proposition 2 1/2.*

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Board of Selectmen)

ARTICLE #10: To see if the Town will vote to raise and appropriate \$379,279 to fund the Tourism Revenue Preservation Fund as authorized by Chapter 338 of the Acts of 2006, or take any other action relative thereto.

EXPLANATION: *The Tourism Revenue Preservation Fund was established by Special Legislation in 2006 and is funded by Rooms and Meals Tax receipts. Funding is overseen by the Community and Economic Development Committee and is used to stimulate the local tourism economy through physical improvements, marketing and special events.*

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Board of Selectmen)

ARTICLE #11: To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds the sum of Five Million Two Hundred and Fifty Thousand Dollars (\$5,250,000), for the purpose of design, engineering, permitting and construction related to coordinating with Massachusetts Department of Transportation road work projects and Phase 1 of the towns proposed wastewater collection system, including all expenses incidental and related thereto; provided that in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow up to this amount under G.L. c.44 or any other enabling authority; or take any other action relative thereto.

EXPLANATION: *This article allows the Town to proceed with the design, engineering and permitting of Phase 1 of the proposed wastewater collection system. This authorization also allows the town to coordinate some construction activities with Route 28 road work projects being undertaken by the Massachusetts Department of Transportation. Coordinating these activities is an opportunity for the Town to save significantly by avoiding additional paving and associated costs that will be funded by the State as part of their overall project. Furthermore, working in conjunction with the MA DOT allows the Town to move forward with its Phase 1 collection system*

construction in a timely manner by avoiding a five year construction moratorium on parts of Route 28 that will be in place once the State completes work on their projects.

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Board of Selectmen)

ARTICLE #12: To see if the Town will vote to rescind the following amounts of unissued borrowing:

Article 16, Annual Town Meeting of May 2016 - School Feasibility Study \$750,000

Requires 2/3rds vote

EXPLANATION: *This is a housekeeping article to remove debt authorization from the Town's books. The Massachusetts School Building Authority (MSBA) requires that the municipality have borrowing authority for the full amount of the Feasibility Study even though the MSBA will reimburse a portion of the study.*

Instead of borrowing for the study, the Town used free cash for the portion that municipalities owed. The rest of the study was paid for by the MSBA. The borrowing authorization is no longer needed, cannot be used for another purpose and would be calculated in the outstanding debt the Town can issue by the rating agencies. Rescinding the borrowing is good for the Town's Bond Rating

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Board of Selectmen)

ARTICLE #13: CPA FY21 Estimated Revenue

To see if the Town will vote to appropriate the following sums of money from the FY 21 estimated annual revenues of the Yarmouth Community Preservation Act Fund as required by G.L. c.149, §298 of the Acts of 2004:

Appropriation	FY21
Community Housing Reserve	\$ 230,690
Historic Preservation Reserve	\$ 230,690
Open Space Reserve	\$ 230,690
Operating Expenses	\$ 115,345

EXPLANATION: *This article is a required housekeeping article that appears at every annual town meeting. As required under the Community Preservation Act, a minimum of 10% of CPA revenues must be set aside for each of the following purposes: community housing, historic preservation, and open space. Additionally, 5% of the total revenue is set aside for operating expenses.*

FY21 CPA Revenues are estimated at \$2.3 million (\$1.7 million) and are based on an estimated property tax levy of \$64 million. Figures include an estimated 20% match of \$384,000 (\$284,000) including supplemental match distributions made for Communities that have adopted the 3% surcharge.

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Community Preservation Committee)

ARTICLE #14: Municipal Affordable Housing Trust

To see if the Town will vote to transfer and appropriate for community housing purposes the sum of \$200,000 from the Community Preservation Act Housing Reserve Fund to the Town of Yarmouth Municipal Affordable Housing Trust created under G.L. c.44, §55C to create, preserve, and support affordable housing for households at or below 100% of the Area Median Income.

Requires 2/3rds vote

EXPLANATION: *This article appropriates CPA funds to the Yarmouth Municipal Affordable Housing Trust for community housing projects supported by the Housing Trust. To date, the Trust has created 137 housing units, preserved 7 more, and supported another 30. Yarmouth now has 599 affordable housing units, which is approximately 5% of the Town's year-round housing stock*

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Community Preservation Committee)

ARTICLE 15: CPA Affordable Housing Project

To see if the Town will vote to transfer and appropriate for community housing purposes the sum of \$80,000 from the Community Preservation Act Housing Reserve Fund to the Harwich Ecumenical Council for Housing, Inc. to preserve homes with repairs for income-eligible homeowners.

EXPLANATION: *This article appropriates \$80,000 in CPA funds for community housing projects with the Harwich Ecumenical Council for Housing (HECH) Emergency Loan Program to preserve homes for low-income residents with both financial and technical assistance.*

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Community Preservation Committee)

ARTICLE 16: CPA Historic Resource Projects

To see if the Town will vote to transfer and appropriate for historic preservation purposes the following sums of money from the Community Preservation Act Historic Reserve Fund:

Item	Appropriate To	Purpose	Amount and CPA Funding Source	Total
A	Historical Society of Old Yarmouth	To preserve and protect grave markers in Ancient Cemetery from deterioration or destruction	\$13,000 Historic Reserve	\$13,000
B	Yarmouth Historical Commission	To create a reconnaissance survey to identify potential archeological sites in Yarmouth.	\$26,000 Historic Reserve	\$26,000
C	Historic New England	To produce an archeological study that will support future construction work.	\$11,100 Historic Reserve	\$11,100
D	St. David's Episcopal Church	Completion of the historic preservation of the Amos Baker House by restoring second floor dormer, windows, trim, insulation, and siding.	\$15,500 Historic Reserve	\$15,500
TOTAL				\$65,600

EXPLANATION:

Project A would provide \$13,000 to the Historical Society of Old Yarmouth to preserve and protect grave markers at Ancient Cemetery from destruction and deterioration. CPC funds will be used to cover costs of field equipment and supplies utilized by trained volunteers as well as record storage and information to be made available online to the public. Efforts are coordinated with the Town's Cemetery Division.

Project B would provide \$26,000 to the Yarmouth Historical Commission to create a reconnaissance survey to identify potential archeological sites in Yarmouth. This project will provide the Town with a sensitivity maps showing relevant sites and surveyed areas as well as a written inventory of potential archaeological sites. Additionally, recommendations will be made regarding how archaeological resources may be preserved and how to mitigate impacts to resources from various development projects.

Project C would provide funds to produce an archeological study that will support future construction work that will include new museum space at the Winslow Crocker House as well as a Visitor Center for the northside of Town that will include additional parking and restrooms.

Project D would provide \$15,500 to the St. David’s Episcopal Church to complete the historic preservation of the Amos Baker House by restoring second floor dormer, windows, trim, insulation, and siding.

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Community Preservation Committee)

ARTICLE 17: CPA Recreation Project

To see if the Town will vote to transfer and appropriate for recreational purposes the sum of \$28,000 from the Community Preservation Act Fund Undesignated Reserve to the Yarmouth Department of Public Works to fund removal and replacement of the existing north-side backstop fence at the Little League Field.

EXPLANATION: *This article appropriates \$28,000 in CPA funds for removal and replacement of the existing north-side backstop of the Little League field. This is the backstop closest to Sylvan Way. The project will be overseen by the Yarmouth DPW and is supported by the Yarmouth Little League.*

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Community Preservation Committee)

ARTICLE 18: Land Disposition

To see if the Town will vote to authorize the Board of Selectmen to lease for terms up to thirty (30) years, or to sell, transfer or otherwise convey a fee interest or easement, on terms and conditions acceptable to the Board of Selectmen, in up to 500 square feet of the land at 220 South Street (Assessor’s Parcel 26.116), as shown on a plan on file with the Board of Selectmen.

Requires 2/3rds vote

EXPLANATION: *This article would permit the Board of Selectmen to dispose by lease, easement or sale, a small portion of land currently part of Smugglers Beach. A disposition would potentially resolve a long-term encroachment in a mutually beneficial manner whereby use could continue, but with the Town receiving some compensation. This disposition is subject to MGL Chapter 30B in order to provide for fair and open process.*

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Board of Selectmen)

ARTICLE 19: To see if the Town will vote to authorize the Board of Selectmen to lease for terms up to thirty (30) years, on terms acceptable to the Board of Selectmen, portions of, one or more of the town-owned parcels listed below, such lease presently intended for solar facilities. Land use under any said lease is subject to approval of the appropriate Federal, State and Local land use regulatory agencies.

Line #	Assessors Map/Lot	Location	Street
1	86/11	Sanitation Drop-off Facility	597 Forest Road
3	45.88	Fire Station 3	92 Town Brook Road
6	45/90.1	New DPW Facility	507 Buck Island Road

Requires 2/3rds vote

EXPLANATION: *The Town is actively pursuing opportunities to implement solar pv installations, including ground mounted panels and solar canopies, where appropriate. The listed sites present opportunities on town-owned parcels that may be attractive for an installation. State law prohibits contract terms in excess of three (3) years, unless specifically authorized by Town Meeting. This article provides the Board of Selectmen with the flexibility to reach agreements with potential vendors who are often seeking long-term commitments (more than 3 years) given the level of investment involved in solar PV projects.*

Selectmen Will Recommend from the Floor

Finance Committee Will Recommend from the Floor

(Board of Selectmen)

ARTICLE 20: To see if the Town will vote to authorize Assessors contracts with vendors for valuation services for a period of up to 5 years as authorized under Massachusetts General Law chapter 30B.

EXPLANATION: *With the passage of the “Act to Modernize Municipal Finance and Government,” in 2016, cities and towns in the Commonwealth have changed to a 5-year valuation cycle. However, to avoid DOR scheduling conflicts, Yarmouth’s scheduled FY 2019 valuation certification year was deferred until FY 2021. Prior to passage of the Municipal Modernization Act, the valuation cycle was 3 years and any valuation consulting contracts reflected this cycle.*

The MA DOR, Bureau of Local Assessment certification process consists of continuous, data quality review, statistical ratio studies review, and valuation review to ensure that proper appraisal methodology was utilized while uniformly and equitably applied to all property.

A valuation program is based on the mass appraisal process utilizing the components of an acceptable mass appraisal system. The mass appraisal system is comprised of data management, valuation, performance analysis, administration and appeals. It is these various statutory requirements of the valuation certification process that valuation consultants help guide cities and towns through.

For continuity, efficiency and economic reasons, the Assessor's office would like to continue to execute a contract pursuant the provisions of MA G.L chapter 30B to mirror the 5 year valuation cycle.

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Board of Selectmen)

ARTICLE 21: To see if the Town will vote to adopt the following as a general by-law and to insert it into the Code of the Town of Yarmouth, Massachusetts.

Section 1. Sale of Single-use Plastic Water Bottles

Effective on September 1, 2021, it shall be unlawful to sell non-carbonated, unflavored drinking water in single-use plastic bottles of less than one gallon in the Town of Yarmouth. Enforcement of this regulation will begin September 1, 2021.

Section 2. Definitions

A single-use plastic bottle is a beverage container made from any type of plastic resin.

Section 3. Exemptions

Sales or distribution of non-carbonated, unflavored drinking water in single-use plastic bottles occurring subsequent to a declaration of emergency (by the Emergency Management Director or other duly authorized Town, County, Commonwealth or Federal official) affecting the availability and/or quality of drinking water to residents of the Town shall be exempt from this bylaw until seven days after the declaration has ended.

Section 4. Enforcement

Enforcement of this article shall be the responsibility of the Town Manager or his/her designee. The Town Manager shall determine the inspection process to be followed, incorporating the process into other Town duties as appropriate.

Any establishment conducting sales in violation of this article shall be subject to a non-criminal disposition fine as specified in G. L. c. 40 § 21D. The following penalties apply:

- First violation: Written warning
- Second violation: \$150 fine
- Third and subsequent violations: \$300
- Each day a violation continues constitutes a separate violation, incurring additional fines. Any such fines collected shall be payable to the Town of Yarmouth.

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Petitioner)

ARTICLE 22: To see if the Town will vote to adopt the following as a general by-law and to insert it into the Code of the Town of Yarmouth, Massachusetts as chapter 74, §74-1:

The Town of Yarmouth recognizes that the climate emergency, driven by human activity including energy consumption and land use practices and leading to global warming, rising seas, deadly storms, dangerous heat waves, acidifying oceans, and melting ice sheets, poses an imminent threat to the health, safety and economic security of the residents of the Town. The Town of Yarmouth therefore adopts as its policy the objective of reducing net greenhouse gas emissions from human activity within and by the Town to zero at the earliest technically and economically feasible time, and directs that all officers and departments of the Town take such measures within the scope of their respective responsibilities and authority as may be necessary and prudent to facilitate such policy and objective.

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Petitioner)

ARTICLE 23: To see if the Town will vote to authorize the Board of Selectmen and the Town Administrator to investigate and report on the feasibility of the conversion and re-purposing of the Links Course, formerly the site of the Town Landfill, to a Solar Farm whose potential income would be applied to offsetting the capital expenditures of the Town, as applied to Capital projects including Golf, Wastewater System, New DY Middle School, , New Town Library, and other future Capital projects, as well as previously approved debt exclusions for the DPW Building and Cape Tech construction.

EXPLANATION: *The article is proposed in view of reports of little or minimal use of the Links Course as well as the recent report of the National Golf Association citing lowered conditions and needed infrastructure repairs. Agreements or special conditions which established the Links Course are administrative and as such may be altered from time to time as necessary. Any funds or financial obligations by the Town have the potential of being offset by the Solar Proposal. The principle benefit of establishing a Solar Farm at this site is the generation potential of an estimated 28 to 30 Megawatts. Conservative estimates have shown that benefit may exceed \$9 to \$10 million, annually. The Capital obligations facing the Town will, by necessity, fall upon property tax assessments for payment. The Solar Farm represents a different means of meeting those obligations.*

Selectmen Will Recommend from the Floor
Finance Committee Will Recommend from the Floor (Petitioner)

AND, also, in the name of the Commonwealth, you are hereby directed to serve this Warrant by posting attested copies thereof at four public places, one on the north side of Town and three on the south side and also by publication in the Yarmouth Register at least seven days before the time of holding said meeting, as aforesaid.

Hereof, fail not, and make return of this Warrant with your doings thereon at the time place of said meeting. Given under our hands and the seal of the Town of Yarmouth, hereto affixed this 16th of March 2020.

Michael Stone, Chairman

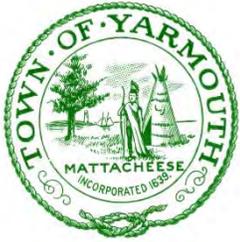
Mark Forest, Vice-Chairman

Erik J. Tolley

Tracy Post

Norman Holcomb

Town of Yarmouth Board of Selectmen



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4492
Telephone (508) 398-2231, Ext. 1277, Fax (508) 398-2365

Department of
Community
Development

To: Yarmouth Board of Selectmen

CC: Daniel M. Knapik, Town Administrator

From: Karen M. Greene, Director of Community Development
Patricia Armstrong, Director of Community Services

Date: May 15, 2020

Re: Upcoming Events

For the Board's consideration as the Town moves forward with Reopening Efforts, we have compiled a list (attached) of known upcoming events that involve Town Property in that at least some part of the event utilizes Town land or roadways. In some circumstances, Events may also require licensing by the Town for entertainment or liquor.

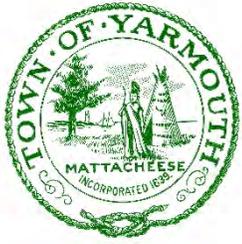
Not included in the list, but of note, is that numerous 15-20 events scheduled for April through June at Flax Pond and the Bass Hole Pavilion have been cancelled. These events included weddings, baby showers, picnic gatherings and Town-sponsored events such as the One Book One Town Event, the Inter-Generational UN, and a Cardboard Boat Race.

Additional guidance and information for event sponsors utilizing Town property will be helpful for planned events (such as Movies at the Beach) and as we field inquiries regarding potential events and use of Town Property including the Drive-In Site.

Cc: Community and Economic Development Committee
Drive In Site Utilization Committee
Yarmouth Chamber of Commerce

EVENT NAME/LOCATION	SPONSOR/CONTACT	PROPOSED DATE OF EVENT	STATUS	Town Property?
Memorial Day Honor Drive – Town Hall Front Semi-Circle for drive-by	Maureen Tuohy-Bedford	Monday, 05/25/2020, 11:00 a.m.	Scheduled	Yes
Dolphin Dash – DY High School and neighboring streets	DYRHS Applicants: Dr. Paul Funk, Brian Carey	Saturday, 06/20/2020 TENTATIVE	May reschedule to July or August date if necessary	Yes
Cape Cod Getaway Ride – Route through Yarmouth	National Multiple Sclerosis Society 101A First Avenue, Suite 6 Waltham, MA 02451 Applicant: Emily Rivera, 781-693-5154	Saturday, 06/27/2020 to Sunday, 06/28/2020	Cancelled	
Kids' Fishing Derby – Bass River Beach Fishing Pier	Riverview Bait & Tackle 1273 Route 28 South Yarmouth, MA 02664 Applicant: Lee Boisvert, 508-394-1036	Monday, 06/29/2020, 4:30 p.m.	Cancelled	Yes
D/Y Women's Club – Bass Hole Pavilion	D-Y Women's Club	06/24/20	Cancelled	Yes
Blessing of the Boats – Smuggler's Beach	Mary Vilbon/Erick Cooper	End of June	TBD	Yes
Summer Concert Series – Parker's River Beach	Yarmouth Chamber of Commerce 508-778-1008	Every Monday during July and August	TBD	Yes
Annual Craft/Artisan Show – West Yarmouth Library front lawn	Village Crafters of Cape Cod P.O. Box 132 Harwich, MA 02645 Applicant: Karen Alexander, 508-362-2618	Thursday, 07/09/2020, starting 7:00 a.m.	Inquiry Made	Yes
Roose Wedding – Taylor Bray Farm	Adam Roose adam.roose89@gmail.com	Saturday, 08/08/2020	Inquiry Made	Yes
MS Challenge Walk - Starting at Seaview Beach parking lot through route in Yarmouth	National Multiple Sclerosis Society 101A First Avenue, Suite 6 Waltham, MA 02451 Applicant: Emily Rivera, 781-693-5154	Friday, 09/11/2020, starting 8:30 a.m.	Scheduled per website	Yes
Steward Wedding – Taylor Bray Farm	Samantha Steward (cell) 508-783-0611	Saturday, 09/19/2020, Starting 4:00 p.m.	Postponed to 09/18/2021	Yes
Cape Cod Chamber Orchestra – Yarmouth New Church	Yarmouth New Church 508-375-0545	Sunday, 09/20/2020 and Sunday, 11/22/2020	Postponed until further guidance per website	No TRPF Funded

Harbor to the Bay Ride – Route 6A to Setucket Road	Harbor to the Bay, Inc. P.O. Box 990243 Boston, MA 02199 Applicants: Jim Morgrage, 617-320-7202 and David Whitman, 617-901-6818	Saturday, 09/26/2020, in Yarmouth approx. 11:00 a.m. to 3:00 p.m.	Cancelled	Roadways
36 th Annual Autumn Escape Bike Trek – Town roads	American Lung Association 260 W. Exchange St., Ste. 102B Providence, RI 02903 Applicant: Paul Curley, 781-314-9002 and (cell) 942-4621	Saturday, 09/26/2020, starting 9:00 a.m.	Scheduled per website	Roadways
Taylor Bray Farm Fall Festival – Taylor Bray Farm	Taylor Bray Farm Preservation Association 774-251-1869	Saturday, 10/10/2020	Scheduled per website	Yes TRPF Funded
Seaside Festival – Simpkins Field, Bass River Beach, Wilbur Park, Seagull Beach	Jan Butler butlerji@verizon.net	Saturday, 10/10/2020 to Monday, 10/12/2020	Scheduled – not accepting applications for vendors per website	Yes TRPF Funded
Halloween Haunt – Yarmouth Port Village Green	Historic Society of Old Yarmouth and multiple groups in Yarmouth Port.	Saturday, 10/31/2020	Scheduled per website	Yes
Taste of Yarmouth Trolley Tour – Various stops in Yarmouth	Yarmouth Chamber of Commerce 508-778-1008	Veterans Day Weekend	Scheduled – TBD	TRPF Funded
Yarmouth Port Christmas Stroll – Yarmouth Port	Yarmouth Chamber of Commerce 508-778-1008	Sunday, 12/6/2020	Scheduled – TBD	TRPF Funded
Sail-On-By Day – Gray's Beach	Yarmouth Chamber of Commerce 508-778-1008	Tuesday, 12/8/2020	Scheduled – TBD	Yes TRPF Funded



TOWN OF YARMOUTH

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Community
Development

MEMORANDUM

To: Board of Selectmen

cc: Dan Knapik, Town Administrator

From: Karen Greene, Directory of Community Development
Kathy Williams, Town Planner

Date: May 14, 2020

Subject: Regulatory Relief for Businesses

For consideration by the Board of Selectmen, please find attached a letter to Lt. Governor Polito regarding regulatory relief that will be needed to assist our businesses with the gradual reopening of Cape Cod.

The Town of Barnstable submitted an excellent letter regarding suggestions for temporary changes to regulations governing service of alcoholic beverages by restaurants (see attached). We would recommend offering Yarmouth's support to these suggestions and going one step further to request additional legislative relief from that sought by Barnstable's letter to also include other types of Regulations that may impede our ability to react in a timely manner to changing business models needed to promote safety.

Delegating authority to local governing bodies to temporarily modify some regulations or restrictions (i.e. zoning, health, entertainment, liquor) and utilizing an administrative review process, such as Site Plan Review Team, could give our businesses the agility they need to cope in this crisis.

More detailed review would be needed related to the level of relief that could be granted through local authorities, but getting this suggestion to the Lt. Governor is the first step in vetting this concept.

We would be happy to discuss this idea with you in more detail at the next Board of Selectmen meeting.



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4492
Telephone (508) 398-2231 Ext. 1271, Fax (508) 398-2365

BOARD OF
SELECTMEN

TOWN
ADMINISTRATOR
Daniel M. Knapik

May 19, 2020

The Honorable Karyn Polito
Lieutenant Governor of the Commonwealth of Massachusetts
Massachusetts State House
24 Beacon Street
Boston, MA 02133

Dear Lieutenant Governor Polito:

The Town of Yarmouth is in support of the legislative changes proposed by the Town of Barnstable to support safe and successful reopening of restaurants on Cape Cod (see attached letter). Although Barnstable's letter relates specifically to temporary changes for regulating alcoholic beverage service at restaurants, there are many Town and State Regulations (zoning, health, licensing, etc.) that could use legislative relief as we move towards reopening Cape Cod.

We have heard from our business community about various ways they can reimagine their businesses with many business owners thinking outside the box and developing new business models. However, some of these ideas conflict with zoning, health, licensing for liquor and entertainment, and other Town and State Regulations. As it is often a lengthy process to get regulatory relief, even temporarily, we can't accommodate these different business concepts under our existing regulatory structure.

During these unprecedented times, we need to be nimble and flexible in our regulations to accommodate changing situations. Giving legislative authority to the local governing body to temporarily modify these types of regulations under an established local review process would give us that flexibility. Once standards are set, much of the review can be delegated by the Board of Selectmen to the staff level on a temporary basis to provide oversight.

Thank you for your time and consideration of these suggestions and your strong leadership during these difficult times.

Sincerely,

Michael Stone, Chairman
Yarmouth Board of Selectmen



The Town of Barnstable

Office of Town Manager

367 Main Street, Hyannis, MA 02601

Office: 508.862.4610

Fax: 508.790.6226

www.town.barnstable.ma.us

Citizens' Resource Line: 508.862.4925



Mark S. Ells, Town Manager

mark.ells@town.barnstable.ma.us

M. Andrew Clyburn, Assistant Town Manager

andy.clyburn@town.barnstable.ma.us

The Honorable Karyn Polito
Lieutenant Governor of the Commonwealth of Massachusetts
Massachusetts State House
24 Beacon St
Boston, MA 02133

Dear Lieutenant Governor Polito:

On behalf of the Town of Barnstable, thank you for the opportunity to provide recommendations for legislative changes to support the safe and successful reopening of restaurants on Cape Cod. The below suggestions were born out of conversations with local officials and representatives of the restaurant industry. They are focused temporary changes to regulating the service of alcoholic beverages by restaurants. Legislative relief in this area is crucial in light of anticipated occupancy restrictions and other workplace safety measures that will challenge the profitable ongoing operation of restaurants during the extended recovery period.

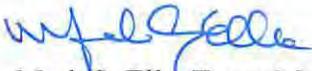
Proposals for Restaurants that Serve Alcohol:

1. Streamline the process for temporary extension of premises by delegating ABCC review to local licensing authorities. Application requirements should be limited to a one page application and hand-drawn plans. Materials would be subsequently submitted to ABCC for their files. This change is necessary to handle the anticipated volume of temporary extension of premises requests (there are 9,200 licenses statewide).
2. Allow temporary extension of premises requests to be reviewed and approved administratively. Waive requirements for hearings by local licensing authorities. Allow administratively approved applications to be approved by licensing authorities on a consent agenda.
3. Waive requirements for abutter notification and reduce or eliminate requirements for advertised notifications for requests for temporary extension of premises.
4. Towns should establish a local review process to allow for interdepartmental review of plans, such as an administrative site plan review process. For example, in Barnstable, authority for site plan approval lies with the Building Commissioner.

5. Towns would require that licensees obtain insurance coverage for any extension location.
6. Allow the temporary extension of premises to remain in place until Massachusetts reaches Phase 4 of the reopening plan.
7. Allow for expansion of outdoor licensed areas that are not directly adjacent or attached to the main restaurant, allowing for service in parking lots or other designated areas. Allow for access to and use of other walkways in which alcohol transport would be allowed.
8. Restaurants and patrons must adhere to all overall social guidance and mandatory safety standards for the workplace indoor and, to the extent required, outdoors.
9. Waive provisions for enclosure of licensed areas that require them to be enclosed or otherwise delineated for the period of temporary approval.
10. Consider other provisions, such as waivers to the requirement for dedicated areas for a single restaurant, that would allow for the creation of “restaurant zones” in outdoor public spaces.

Thank you for your consideration of these suggestions and for your support and leadership during these unprecedented times.

Sincerely,



Mark S. Ells, Town Manager
Town of Barnstable



TOWN OF YARMOUTH

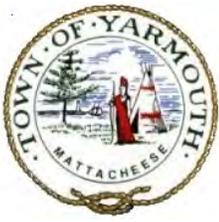
DEPARTMENT OF PUBLIC WORKS
WASTE MANAGEMENT DIVISION



597 FOREST ROAD SOUTH YARMOUTH MASSACHUSETTS 02664
TELEPHONE (508) 398-2231 ext 1515

To: Dan Knapik, Town Administrator
From: Roby Whitehouse, Waste Management Superintendent DPW
Re: Disposal Sticker extension June 1st, 2020 expiration guidance
Date: May 15, 2020

On April 14, 2020 Yarmouth's Board of Selectmen voted to approve an extension for the deadline of Yarmouth Disposal and Recycle Only sticker's to June 1, 2020. With June 1st fast approaching, will the Board of Selectmen be extending this grace period?



TOWN OF YARMOUTH

OFFICE OF THE TOWN CLERK
1146 ROUTE 28, SOUTH YARMOUTH, MA 02664
TELEPHONE 508-398-2231 FAX 508-760-4842

TO: BOARD OF SELECTMEN

Cc: DAN KNAPIK, TOWN ADMINISTRATOR
ED SENTEIO, FINANCE DIRECTOR

FROM: PHIL GAUDET, TOWN CLERK

DATE: MAY 14, 2020

RE: ADVERTISEMENT STRATEGY – ABSENTEE BALLOTS

Given the importance of social distancing throughout the COVID-19, like most communities in the Commonwealth, we are encouraging voting by mail for our Annual Town Election and future elections.

The Clerk's office must receive either a signed letter requesting an absentee ballot or a signed absentee ballot application.

Below is the list of steps we are taking for robust public outreach to encourage voting by mail:

- Radio advertisements during the first two weeks of June (date to be determined if needed for September Primary and November election)
- Newspaper advertisements
- Direct Mail – 5 absentee ballot applications sent to each household Social Media
- Robo Calls
- Electronic sign on Route 28 – Recreation Building
- Disposal Area Signs
- Town Website

Cost by election:

- Printing and Mailing -- \$5,300
- Radio Advertisements -- \$1,500
- Newspaper Advertisements (Cape Cod Times: \$320, Register: \$100)

Total Estimated Cost: \$7,220

APPROVAL
OF
MINUTES



Board of Selectmen Board of Selectmen Meeting Minutes December 10, 2019

The regular meeting was called to order at approximately 6:00 p.m. in the Town Hall Hearing Room by Chairman Stone. Selectmen present: Erik Tolley, Tracy Post, Michael Stone, Mark Forest, and Norm Holcomb. Also attending: Yarmouth Assistant Town Administrator, Rich Bienvenue.

1. Swearing In of New Deputy Police Chief Kevin Lennon

Yarmouth Police Chief Frank Fredrickson announced that Kevin Lennon would be the new Deputy Police Chief. Chief Fredrickson noted that it has been a pleasure working with Mr. Lennon for his entire career and is excited to watch him flourish in his new position. Town Clerk Phil Gaudet conducted the official swearing in ceremony. The audience gave Deputy Chief Lennon a standing ovation. Deputy Chief Lennon thanked the community and Chief Fredrickson for their support.

2. Public Announcements and Comments

Vida Morris, resident, cautioned the Town to fully investigate proposals before pursuing any future solar projects involving Town property.

Tom Nickinello, resident, announced that there have been improvements recently made to the Town's Channel 18. He also spoke in favor of imposing term limits on committee chairmen.

Christine Marzigliano, resident, urged the Town to publish more information about the wastewater financing plan.

3. Golf Enterprise Committee

Ted Deckel, Chairman of the Golf Enterprise Committee, presented the Committee's recommendations regarding Yarmouth Golf operations to the Selectmen. He explained that the Golf Enterprise Committee recommends preparing RFPs for a new point of sales system and for food and beverage services. It was explained that a new point of sale system would improve cash flow and accountability for the Golf Division. It would also increase revenue by enabling more effective dynamic pricing, as well as enhance the Yarmouth Golf website and create a social media presence.

The Committee also urged the Town to develop a plan for the future of golf in Yarmouth. The current goals of golf in Yarmouth were reviewed (such as being self-sustainable) and considerations for new goals were discussed. Considerations included what the value of golf is to the Town and its residents, and what the changes are in the golf environment since the mid-1980s.

Mr. Deckel explained that the Committee recommended defining the place of golf in the Town's chain of command. This would clearly define to whom the Director of Golf reports. It would also delineate decision making authority within golf operations.

Suggested revenue enhancements included 2.5% increases per year to account for cost of living increases, changing the times or venue of the 'Prime Time' league, and raising member cart

fees. The Golf Enterprise Committee stated that they agreed with most of the recommendations provided by the National Golf Foundation, with the exception of some aspects of their staffing plan.

Finally the Golf Enterprise Committee recommended that the town investigate updating the Bass River Golf Course. It was noted that, with the Bass River Golf Course potentially becoming an effluent recharge site associated with the Town's wastewater plans, any upgrades would have to be planned accordingly.

4. Wastewater Update

Gary Ellis, Chairman of the Community Preservation Committee (CPC), spoke in opposition to the Town reducing the CPA surcharge to help offset the cost of wastewater funding. He explained that the CPC offered an alternative proposal of implementing a \$100,000 exemption to the CPA surcharge, which would help offset the cost of wastewater funding while keeping tax rates level. By pursuing an exemption instead of a reduction, the State match for CPA funds will not be impacted. Mr. Ellis explained this exemption exists in a lot of other CPA communities in MA.

Selectman Tolley suggested that the Town investigate the possibility of tying the sewer project into water rates. He also suggested that the Town look into a 1% CPA reduction as opposed to 1.5%. Selectmen directed Assistant Town Administrator Rich Bienvenue to provide more detailed financing information on these proposals in regard to how well they would cover the costs of the wastewater program.

5. Route 6A Corridor Improvements

Kathy Williams, Town Planner, and Jeff Colby, DPW Director, presented an update on the Route 6A Streetscape Improvements Project. Ms. Williams explained that this project arose from concerns regarding safety and speed along Route 6A (the corridor from Willow Street to Union Street). The Town partnered with the Cape Cod Commission to conduct a study to identify potential ways to improve Route 6A. The study outlined recommendations regarding aesthetics, on-street parking, signage, pedestrian accommodations, and Village Center amenities. The DPW then hired a consultant to develop visualizations illustrating the recommendations from the study and to conduct public input meetings to vet various concepts and help define potential improvement projects.

Three public input meetings were conducted in May 2019, where residents voiced their opinions on what should and should not be changed in the Route 6A corridor. Ms. Williams explained that there was limited consensus reached regarding any one concept design, but there were some repetitive comments that appeared to be supported by the majority of stakeholders:

1. Maintain and enhance the historic elements and context of the area, do not suburbanize, citify or homogenize the historic corridor.
2. Underground utilities to improve vehicular safety, aesthetics, save trees from excessive pruning, and allow for planting of additional street trees.
3. Reduce the Speed Limit in the Village Center.
4. Conduct traffic evaluations at the Willow Street and Union Street intersections with Route 6A.

It was explained that Town staff is requesting input from the Selectmen on how best to proceed prior to expending additional resources, providing further direction to the consultant, or having further discussions with specific stakeholders and the general public.

Selectman Post inquired about the possibility of conducting a road safety audit for this stretch of road. Mr. Colby explained that this study would cost \$10,000-\$20,000 and based on the lower crash incidence rate, it would not be considered a priority corridor in terms of needing a safety audit conducted. Selectman Holcomb stated that the issues for Route 6A are not complex, but rather are presented by lack of proper road maintenance. Mr. Holcomb expressed his frustration with the State's lack of maintenance in a historic area. He also suggested enforcement of parking regulations which could alleviate some safety concerns in the area.

Selectman Forest asked what the budget range for the project would be. Mr. Colby estimated that improvements would cost \$4-5 million. Selectman Forest suggesting tying in future Route 6A improvements to water main improvements, which would reduce the cost burden to the Town.

Selectman Post suggested working with businesses in the area to rectify their parking concerns. She also suggested that businesses could work with each other to solve parking issues. Kathy Williams commented that there is currently sufficient parking behind businesses, but people are not using those parking areas. She suggested signs could be installed to direct people to park behind businesses.

6. Committee Handbook – Final Edition

Dan Knapik, Town Administrator, presented the latest version of the Committee Handbook. He explained that a table of contents has been added and it has been slightly reduced to make it more readable.

MOTION: To move that the Board of Selectmen approve the Committee Handbook as presented.
Motion by: Tracy Post Seconded by: Erik Tolley Yea 5 Nay 0

7. Board and Committee Actions

a. Committee Appointments

MOTION: To move that the Board of Selectmen reappoint Richard Carroll as the Yarmouth Representative to the Barnstable County HOME Consortium Advisory Council, for a term expiring January 2023.

Motion by: Tracy Post Seconded by: Erik Tolley Yea 5 Nay 0

MOTION: To move that the Board of Selectmen reappoint Robert Lawton as the Yarmouth Representative to the Cape Cod Veterans Services Board, for a term expiring December 2022.

Motion by: Tracy Post Seconded by: Michael Stone Yea 5 Nay 0

MOTION: To move that the Board of Selectmen reappoint Robert Lawton as the Yarmouth Representative to the Cape Cod Regional Transit Authority, for a term expiring December 2022.

Motion by: Tracy Post Seconded by: Michael Stone Yea 5 Nay 0

MOTION: To move that the Board of Selectmen appoint Paula Morrison as an alternate member of the Yarmouth Old King's Highway Historic District Committee, for a term expiring December 2020.

Motion by: Erik Tolley Seconded by: Tracy Post Yea 5 Nay 0

MOTION: To move that the Board of Selectmen reappoint Richard Gegenwarth as a regular member of the Yarmouth Old King's Highway Historic District Committee, for a term expiring December 2020.

Motion by: Erik Tolley Seconded by: Michael Stone Yea 5 Nay 0

MOTION: To move that the Board of Selectmen reappoint Dawn-Marie Flett as an alternate member of the Yarmouth Old King's Highway Historic District Committee, for a term expiring December 2020.

Motion by: Erik Tolley

Seconded by: Norm Holcomb

Yea 5 Nay 0

- b. Approval of Minutes for July 30, 2019.

MOTION: To move that the Board of Selectmen approve the Minutes of July 30, 2019.

Motion by: Tracy Post

Seconded by: Norm Holcomb

Yea 5 Nay 0

- c. Upcoming Agenda Review

The next Board of Selectmen meeting will take place on December 17, 2020. There will be a Water Department update and a FY21 budget presentation by the Town Administrator.

8. Town Administrator Items

- a. Consent Agenda

Dan Knapik, Town Administrator, presented the Consent Agenda to the Board of Selectmen. He explained that there was a donation requests on the agenda to be approved.

MOTION: To move that the Board of Selectmen approve the consent agenda.

Motion by: Tracy Post

Seconded by: Erik Tolley

Yea 5 Nay 0

9. Adjourn

MOTION: To move that the Board of Selectmen adjourn the meeting.

Motion by: Erik Tolley

Seconded by: Norm Holcomb

Yea 5 Nay 0

Meeting adjourned at approximately 9:10pm.

Respectfully submitted,



Linda Dennehy



TOWN OF YARMOUTH BOARD OF SELECTMEN PROJECTED 2020 AGENDA ITEMS

MEETING DATE		BUDGET SCHEDULE DUE DATES	REGULAR BOS AGENDA ITEMS
MAY 12			<ul style="list-style-type: none"> • COVID-19 UPDATES (BUDGET; GOLF; BEACH ACCESS) • REVIEW & APPROVE 2020 ATM WARRANT •
MAY 19			<ul style="list-style-type: none"> • PUBLIC HEARING: ALTERATION OF PREMISE FOR TUGBOATS • DY NEW MIDDLE SCHOOL PRESENTATION • GOLF BAN ROLLOVER VOTE • STATUS OF EVENTS/USE OF TOWN PROPERTY
MAY 26	NO MEETING MEMORIAL DAY		
JUNE 2			<ul style="list-style-type: none"> • PUBLIC HEARING: FY 21 BUDGET PRESENTATION • RETURN TO WORK INSTRUCTIONS/PLAN
JUNE 9			<ul style="list-style-type: none"> • PUBLIC HEARING: PAPA GINO'S – NEW ANNUAL WINE & MALT LICENSE • CAPE COD COMMISSION UPDATE ?? • BARNSTABLE MUNICIPAL AIRPORT – AIRPORT MASTER PLAN??
JUNE 22	TOWN MEETING		<ul style="list-style-type: none"> •
JULY 7			<ul style="list-style-type: none"> •
JULY 14			<ul style="list-style-type: none"> • TAX CLASSIFICATION HEARING
JULY 21			<ul style="list-style-type: none"> •

- RENAMING POLICY
- COMMITTEE REPORTS
- DHY AGREEMENT
- CLEAN WATER TRUST
- MATTACHEESE BUILDING & REUSE COMMITTEE
- FINANCE UPDATE ON INTERNAL CONTROLS
- CAPE LIGHT COMPACT PRESENTATION
- **JUNE 30TH – ELECTION SEPTEMBER 1ST – SPECIAL ELECTION**
- CEDC GOALS AND SUPPORT OF WASTEWATER; AND SPECIAL EVENTS
- LEGAL SERVICES REVIEW
- MVP PROJECT UPDATE

INFORMATION ITEMS



TOWN OF YARMOUTH

1146 ROUTE 28, SOUTH YARMOUTH, MASSACHUSETTS 02664-4492
Telephone (508) 398-2231 Ext. 1271, Fax (508) 398-2365

BOARD OF
SELECTMEN

TOWN
ADMINISTRATOR
Daniel M. Knapik

PROCLAMATION *National Public Works Week*

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Town of Yarmouth; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Town of Yarmouth to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2020 marks the 60th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, we, the Board of Selectmen for the Town of Yarmouth, MA, do hereby designate the week May 17 - 23, 2020 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life. Given this Seventeenth Day of May, Two Thousand and Twenty.

*The Town of Yarmouth
Board of Selectmen*

Michael Stone, Chairman

Norman Holcomb

Tracy Post

Erik Tolley

Mark Forest



nationalgrid

HERE WITH YOU. HERE FOR YOU.

We're upgrading the natural gas main on your street.

Everything you need to know about upgrading the natural gas main on your street.

PROJECT DETAILS

What can I expect during this project? (*Phases listed are typical, but may vary depending on the job*).

- **PHASE 1:** includes mark outs of utilities within the street within the project scope.
- **PHASE 2:** National Grid and/or our qualified contractor crew will conduct the necessary work on the gas main within the street.
- **PHASE 3:** Once the main work is complete, crews will begin coordinating the service line work. Affected residents and business owners will be contacted by a member of the crew at least 24-48 hours in advanced so that the work on their service line can be coordinated. This work typically takes one day to complete, and the owner may be asked to provide National grid access during construction. A trained technician of National Grid will relight your gas appliances once the work on the service line is complete. Every National Grid employee carries a photo ID card and any contractor doing work for us is also required to carry ID.
- **PHASE 4:** The crew will begin closing out the project and will restore the area to in accordance with all regulations and permits.

Note: If you are not a customer and do not have a natural gas service line, Phase 3 is for notification only.

GAS SAFETY

Who should I contact if I smell gas on the street or in my home during the project?

Please call **1-800-233-5325** immediately from a safe location outside your home or from a neighbor's home.

METERS

Will my meter be affected by the project?

Some main replacement projects do require the crew to move the meters. If the letter you received indicates that your meter will be moved as part of the project, a representative from National Grid will assess the work that is needed at your location.

If it's part of this project, why will my meter have to be moved outside?

Moving the meter outside helps to improve safety and also allows easier access for National Grid to access the meter in the future.

What if my meter is already outside?

If your meter is already outside your service may still be interrupted for a brief period of time.

SCHEDULE

If I cannot be home during the proposed construction dates, may I make alternative arrangements for the crews to access my home?

You can coordinate a time with the crew foreman.

Why are there no crews working when construction is scheduled to begin today?

Last minute schedule changes are sometimes possible. If there is a long-term schedule change, National Grid will notify your local Department of Public Works and will also send you additional communications.

CONSTRUCTION

If questions arise while the crew is working on the street, who can I contact?

You may ask to speak with the crew foreman or you can call the National Grid representatives number provided on the project notification letter.

Will I be able to park on the street during construction?

Restriction notifications posted throughout the designated work zone and crews will notify residents if temporary parking restrictions will be required.

There are road closure signs on my street. Will I be able to get to my house? At times there may be restricted access but every effort will be made to allow residences access to their homes during construction. You may approach the crew foreman or flag person if you require additional information.





nationalgrid

HERE WITH YOU. HERE FOR YOU.

We're upgrading the natural gas main.

May 15, 2020

Re: Natural Gas Work in Yarmouth / South Yarmouth. (work order # 981605)

Dear City Officials,

National Grid is committed to safely and reliably delivering energy to our community. That's why we are replacing the natural gas main at **1 to 20 Samoset RD., South Yarmouth, MA**. As part of this project, we will also replace the natural gas service piping that connects the main to the customer's gas meters. Approximately **9** premises are within the construction limits.

- **Connecting existing gas services to the new main**
Will not take place during this time of social distancing but will be performed at a later date

We'll contact you when we are ready to connect your gas service to the new natural gas main.

Construction is expected to begin on **May 15, 2020** and anticipated to last to **August 30, 2020** weather permitting. We will work hard to complete this project promptly and with minimal disruption to the community. Visit **[ngrid.com/mainline](https://www.ngrid.com/mainline)** to view a YouTube video on this gas main replacement process. A second video explaining the replacement of the service pipe to customer homes is available at **[ngrid.com/serviceline](https://www.ngrid.com/serviceline)**.

Enclosed is a notification that will be distributed to all affected constituents. We're here for you if you have any questions about this project. Please contact me at **1-508-760-7434**.

We look forward to working with you as we upgrade our community's infrastructure.

Sincerely,
Bill Ciocca
Manager, Community & Customer Management
National Grid
127 Whites Path
South Yarmouth, MA 02664





nationalgrid
HERE WITH YOU. HERE FOR YOU.

We're upgrading the natural gas main on your street.

May 15, 2020

re: work order # 981605

BRIAN FAIRBAIRN OR CURRENT OCCUPANT
1 SAMOSET RD N/A
SOUTH YARMOUTH MA 02664-4225

Dear Resident/Business Owner,

Energy plays a critical role in our day-to-day lives and ensures the well-being of our community. That's why we are investing in infrastructure upgrades that will help us to provide safe and reliable natural gas to our customers for years to come.

We will be working in your neighborhood.

National Grid and **NEUCO** will be performing infrastructure upgrades in the area of **1 to 20 Samoset RD., South Yarmouth, MA.**

Date: On or about **May 15, 2020**

Completion time: Approximately **August 30, 2020**

Construction days and hours: 7:00 a.m. - 4:30 p.m. Monday thru Saturday.

What you can expect during construction.

Typical natural gas main replacement and service construction includes:

- Marking out underground utilities within the project scope area (e.g., water, sewer, gas, electric, etc)
- Excavation of the street and laying of new gas main
- **Connecting existing gas services to the new main**
Will not take place during this time of social distancing but will be performed at a later date
- Temporary or permanent restoration of disturbed areas in accordance with the town ordinance

Visit ngrid.com/mainline to view a video about the gas main replacement process on YouTube.

We'll contact you when we are ready to connect your gas service to the new natural gas main.

Please note only Gas Main work will be done at this time, service connections will be performed at a later date but the policy below will apply at that time.

A representative from National Grid or the contractor crew will reach out to the affected homes and businesses at least 24-48 hours in advance to scheduling the work. Every National Grid employee and contractor doing work for us are required to carry ID. For the crew to connect your gas service to the new main, they will need access to your home and appliances. Typical service line work will take one business day and during this time you will experience a temporary interruption of natural gas service. When the work is complete, a gas technician will be dispatched to turn on your gas meter relight your gas appliances. Visit ngrid.com/serviceline to view an example of this process.

We're here for you if you have any questions about the project. Please call us at **781-907-4650**. Thank you in advance for your cooperation.

Sincerely,

Robert Obi-Tabot
Director of Construction NE, National Grid





nationalgrid

HERE WITH YOU. HERE FOR YOU.

We're upgrading the natural gas main.

May 15, 2020

Re: Natural Gas Work in Yarmouth / West Yarmouth. (work order # 981659)

Dear City Officials,

National Grid is committed to safely and reliably delivering energy to our community. That's why we are replacing the natural gas main at **14 to 27 Marion RD.; 20 Braun RD., West Yarmouth, MA**. As part of this project, we will also replace the natural gas service piping that connects the main to the customer's gas meters. Approximately **9** premises are within the construction limits.

- **Connecting existing gas services to the new main**
Will not take place during this time of social distancing but will be performed at a later date

We'll contact you when we are ready to connect your gas service to the new natural gas main.

Construction is expected to begin on **May 15, 2020** and anticipated to last to **August 30, 2020** weather permitting. We will work hard to complete this project promptly and with minimal disruption to the community. Visit [ngrid.com/mainline](https://www.ngrid.com/mainline) to view a YouTube video on this gas main replacement process. A second video explaining the replacement of the service pipe to customer homes is available at [ngrid.com/serviceline](https://www.ngrid.com/serviceline).

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We look forward to working with you as we upgrade our community's infrastructure.

Sincerely,
Bill Ciocca
Manager, Community & Customer Management
National Grid
127 Whites Path
South Yarmouth, MA 02664





nationalgrid

HERE WITH YOU. HERE FOR YOU.

We're upgrading the natural gas main on your street.

May 15, 2020

re: work order # 981659

SUSAN MARSH OR CURRENT OCCUPANT
14 MARION RD PH
WEST YARMOUTH MA 02673-3320

Dear Resident/Business Owner,

Energy plays a critical role in our day-to-day lives and ensures the well-being of our community. That's why we are investing in infrastructure upgrades that will help us to provide safe and reliable natural gas to our customers for years to come.

We will be working in your neighborhood.

National Grid and **NEUCO** will be performing infrastructure upgrades in the area of **14 to 27 Marion RD.; 20 Braun RD.; West Yarmouth, MA.**

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- Excavation of the street and laying of new gas main
- **Connecting existing gas services to the new main**
Will not take place during this time of social distancing but will be performed at a later date
- Temporary or permanent restoration of disturbed areas in accordance with the town ordinance

Visit ngrid.com/mainline to view a video about the gas main replacement process on YouTube.

We'll contact you when we are ready to connect your gas service to the new natural gas main.

Please note only Gas Main work will be done at this time, service connections will be performed at a later date but the policy below will apply at that time.

A representative from National Grid or the contractor crew will reach out to the affected homes and businesses at least 24-48 hours in advance to scheduling the work. Every National Grid employee and contractor doing work for us are required to carry ID. For the crew to connect your gas service to the new main, they will need access to your home and appliances. Typical service line work will take one business day and during this time you will experience a temporary interruption of natural gas service. When the work is complete, a gas technician will be dispatched to turn on your gas meter relight your gas appliances. Visit ngrid.com/serviceline to view an example of this process.

We're here for you if you have any questions about the project. Please call us at **781-907-4650**. Thank you in advance for your cooperation.

Sincerely,

Robert Obi-Tabot
Director of Construction NE, National Grid

